

**MINUTES OF THE
BOARD OF PARK COMMISSIONERS
OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
DECEMBER 19, 2024**

The Board of Park Commissioners met on this date, Thursday, December 19, 2024, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

The roll call showed President Dan T. Moore, Vice President Yvette M. Ittu, and Vice President Bruce G. Rinker to be present. It was determined there was a quorum. Chief Executive Officer, Brian M. Zimmerman, Chief Financial Officer, Wade Steen, and Chief Legal and Ethics Officer, Rosalina M. Fini, were also in attendance.

APPROVAL OF MINUTES.

No. 24-12-166: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve the minutes from the Regular Meeting of November 21, 2024, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

FINANCIAL REPORT.

Chief Financial Officer, Wade Steen, presented a Comparative Summary of Revenues & Expenditures 2024 vs. 2023 Year-To-Date, and for the Month Ended November 30. Also provided is a Schedule of Accounts Receivable and Investments, which along with the Comparative Summary is found on pages **102696** to **102703**.

ACTION ITEMS.

- (a) **2024 Budget Adjustment No. 12**
(Originating Sources: Wade Steen, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

The following amendments are requested for Board approval:

**CLEVELAND METROPARKS
 Appropriation Summary - 2024**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #12 12/19/2024	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 70,457,162	\$ 3,669	\$ 70,460,831	\$ 378,712	\$ 298,900 A	\$ 71,138,443
52	Employee Fringe Benefits	21,396,109	543,837	21,939,946	184,150	50,000 B	22,174,096
53	Contractual Services	17,161,050	2,919,032	20,080,082	367,078	(59,759) C	20,387,401
54	Operations	31,109,745	3,763,826	34,873,572	1,349,149	3,425 D	36,226,145
	Operating Subtotal	140,124,067	7,230,364	147,354,431	2,279,088	292,566	149,926,085
CAPITAL							
571	Capital Labor	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 269,270	\$ -	1,269,270
572	Capital Construction Expense	27,875,059	13,556,329	41,431,388	60,569,148	500,000 E	102,500,536
574	Capital Equipment	6,394,036	2,207,611	8,601,647	1,407,562	10,100 F	10,019,309
575	Zoo Animals	100,000	298	100,298	-	-	100,298
576	Land	2,500,000	110,632	2,610,632	3,927,068	-	6,537,700
	Capital Subtotal	37,869,095	15,874,871	53,743,966	66,173,048	510,100	120,427,114
TOTALS							
Grand totals		\$ 177,993,162	\$ 23,105,235	\$ 201,098,397	\$ 68,452,136	\$ 802,666	\$ 270,353,199

An explanation of adjustments, by category, can be found on pages **102704** to **102706**. The net effect of all adjustments is an increase of \$802,666 which is funded by increased revenue, donations, grants, or received but previously unappropriated funds.

No. 24-12-167: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve 2024 Budget Adjustment No. 12 for a total increase of \$802,666 as delineated on pages **102704** to **102706**.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.
 Nays: None.

ACTION ITEMS (cont.)

(b) *Authorization and Revision to Change Fund and Petty Cash Fund*
(Originating Source: Wade Steen, Chief Financial Officer)

Cleveland Metroparks has a need for a Change Fund to be able to operate revenue-producing amenities. Additionally, the Park District has a need for a Petty Cash Fund to be able to make emergency cash and other necessary purchases (in accordance with the Petty Cash Administrative Procedure). State auditors require that the Board of Park Commissioners reauthorize existing, and approve revisions to, Change and Petty Cash Fund amounts.

Therefore, Cleveland Metroparks is requesting that the Board of Park Commissioners authorize a revised Change Fund of **\$81,250** and a Petty Cash Fund of **\$40,250** distributed as follows (edits or updates are indicated by ***bold italics***):

Change Fund

Location	Division Number	Custodian/Title	Current 2024	Proposed 2025
Administrative Deposit Account, Finance Department	12010	Gary Butzback, Controller	\$ 50	\$ 50
Nature Shops - North Chagrin	13301	<i>Kim Damiano, Retail Assistant II</i>	300	300
Nature Shops - Rocky River	13303	<i>Donna Repasy, Retail Assistant II</i>	400	400
Nature Shops - Hinckley Lake	13305	<i>Melissa Pinto, Manager of Hinckley Lake Boathouse and Store</i>	900	900
Retail - Special Events Off-Site	13306	Donna Repasy, Retail Assistant II	250	250
Nature Shops - Edgewater	13310	<i>Kim Damiano, Retail Assistant II</i>	200	200
Ledge Pool	15702	Christy Moore, Aquatics Director; Allison Eastman, Aquatics Manager; Toni Moore, Administrative Specialist 2	1,000	1,000
North Chagrin Nature Center	15602	Lynn Barron, Information Specialist	50	50
Brecksville Nature Center	15603	Min Keung, Center Manager; Susan McCann Stroemple, Information Specialist	50	50
Rocky River Outdoor Education	15604	Val Fetzer, Nature Center Manager; Joyce Masterson, Information Specialist	50	50

ACTION ITEMS (cont.)

Location	Division Number	Custodian/Title	Current 2024	Proposed 2025
CanalWay Visitor Center	15605	Terry Joyce, Center Manager; Jo Ann Kubicki, Information Specialist	150	150
Watershed Stewardship Center	15606	Jake Kudrna, Center Manager; Emily Willard, Information Specialist	50	50
Outdoor Recreation	15608	Rachel Nagle, Outdoor Recreation Manager; Kerry Braskie, Information Specialist	200	200
Chalet (includes hayrides)	15703	Amy McRitchie, Concession Manager	3,000	3,000
East 55 th Marina	15706	Jarrold McCarthy, Director of Enterprise; August Schill, Marina Manager; Nicholas Detlev, Assistant Marina Manager	1,500	1,500
Emerald Necklace Marina	15707	Jarrold McCarthy, Director of Enterprise; Mike Bobincheck, Marina Manager; Nicholas Detlev, Assistant Marina Manager	1,500	1,500
Wildwood Marina	15708	Jarrold McCarthy, Director of Enterprise; August Schill, Marina Manager; Nicholas Detlev, Assistant Marina Manager	1,000	1,000
Wallace Lake Concessions	15802	Amy McRitchie, Concession Manager	4,000	4,000
Huntington Concessions	15803	Katelin Beltavski, Assistant Restaurant Manager; Katie Lanzo, Floor Manager; Josh Horning, Executive Chef; Laura Hale, Special Events Catering Supervisor	4,000	6,000
The Pier Edgewater Concessions	15805	Amy McRitchie, Concession Manager	1,500	1,500
Hinckley Spillway Concessions	15806	Amy McRitchie, Concession Manager	1,000	1,000

ACTION ITEMS (cont.)

Location	Division Number	Custodian/Title	Current 2024	Proposed 2025
Euclid Beach Concessions	15807	August Schill, Marina Manager; Nicholas Detlev, Assistant Marina Manager	1,000	1,000
Merwin's Wharf	15850	Ben Rockower, General Manager of Restaurant Food Service; Victoria Gallo, Floor Manager	4,000	4,000
East 55 th Restaurant	15851	Ben Rockower, General Manager of Restaurant Food Service; Victoria Gallo, Floor Manager	3,000	3,000
EN Marina Restaurant	15852	Katelin Beltavski, Assistant Restaurant Manager; Katie Lanzo, Floor Manager; Josh Horning, Executive Chef; Laura Hale, Special Events Catering Supervisor	4,000	4,000
Edgewater Beach House	15853	Katelin Beltavski, Assistant Restaurant Manager; Katie Lanzo, Floor Manager; Josh Horning, Executive Chef; Laura Hale, Special Events Catering Supervisor	8,000	8,000
Zoo	17401	Starr Kelley, Guest Strategy Manager; Beth Hadbavny, Guest Strategy Supervisor	20,000	20,000
Big Met Clubhouse	31101	John Pustai, Golf Course Manager; Brendan McLaughlin, Golf Clubhouse Manager	1,500	1,500
Big Met Concessions	31102	Bryan VanLoan, General Manager of Food & Beverage; Ben Smith, Chef; Zachary Bohn, Restaurant Manager, Golf Operations	1,000	1,500
Little Met Clubhouse	31201	John Pustai, Golf Course Manager; Jared Budner, Golf Clubhouse Manager	800	800
Little Met Concessions	31102	Bryan VanLoan, General Manager of Food & Beverage; Ben Smith, Chef; Zachary Bohn, Restaurant Manager, Golf Operations	0	1,000

ACTION ITEMS (cont.)

Location	Division Number	Custodian/Title	Current 2024	Proposed 2025
Mastick Woods Clubhouse	31301	John Pustai, Golf Course Manager; Jared Budner, Golf Clubhouse Manager	800	800
Manakiki Clubhouse	31401	Bill Roeder, Golf Course General Manager; <i>Ben Ladaika, Clubhouse Manager</i>	1,500	1,500
Sleepy Hollow Clubhouse	31501	Marc Pucky, Golf Course General Manager; Rena M. Galeti Golf Clubhouse Manager	1,500	1,500
Sleepy Hollow Concessions	31502	Bryan VanLoan, General manager of Food & Beverage; Ben Smith, Chef; Zachary Bohn, Restaurant Manager, Golf Operations	1,000	1,000
Shawnee Hills Clubhouse	31601	Brad Vecchio, Golf Course General Manager; <i>Steve Bossard, Clubhouse Supervisor/Pro</i>	1,500	1,500
Shawnee Hills Concessions	31602	Bryan VanLoan, General manager of Food & Beverage; Ben Smith, Chef; Zachary Bohn, Restaurant Manager, Golf Operations	1,000	1,000
Washington Golf Learning Center Clubhouse	31701	Steven J. Shavel, Golf Course General Manager; Steven Morgan, Golf Professional/ Camp & Events Coordinator	1,000	1,000
Seneca Clubhouse	31801	Kevin Kolesar, Golf Course General Manager; Daniel N. Ratliff, Golf Clubhouse Manager/Pro	1,500	1,500
Seneca Concessions	31802	Bryan VanLoan, General Manager of Food & Beverage; Ben Smith, Chef; Zachary Bohn, Restaurant Manager, Golf Operations	1,000	<i>1,500</i>
Ironwood Golf Clubhouse	31901	Stephen E. Maclay, Golf Course General Manager; Mike Franko, Golf Professional/ Clubhouse Manager	1,000	1,000

ACTION ITEMS (cont.)

Location	Division Number	Custodian/Title	Current 2024	Proposed 2025
Ironwood Concessions	31902	Bryan VanLoan, General Manager of Food & Beverage; Ben Smith, Chef; Zachary Bohn, Restaurant Manager, Golf Operations	1,000	1,000
Total Change Fund			\$77,250	\$81,250

Petty Cash

Location	Division Number	Custodian/Title	Current 2024	Proposed 2025
Administrative Petty Cash, Finance Department	12010	Gary Butzback, Controller	\$ 20,000	\$ 20,000
Special Purchase Account, Finance Department	12010	Gary Butzback, Controller	20,000	20,000
Nature Shops - North Chagrin	13301	Stephen Devney, Retail Assistant II	50	50
Nature Shops - Rocky River	13303	Macy Salem, Retail Assistant I	50	50
Nature Shops – West Creek	13304	<i>Closed</i>	50	<i>0</i>
Nature Shops - Hinckley Lake	13305	Melissa Pinto, Manager of Hinckley Lake Boathouse and Store	50	50
Nature Shops - Edgewater	13310	<i>Jayson Callahan, Retail Assistant</i>	100	100
Total Petty Cash Fund			\$40,300	\$40,250

No. 24-12-168:

It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to reauthorize existing and approve revisions to Change/Petty Funds amounts as listed above.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

ACTION ITEMS (cont.)

(c) 2025 Appropriations Budget

(Originating Sources: Wade Steen, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

According to State statute, the Board of Park Commissioners must adopt Cleveland Metroparks' 2025 appropriations budget on or before December 31, 2024.

Budget proposals were submitted by each of the Chiefs for their respective departments. A comprehensive budget was compiled considering operations for 2025, covering the entire span of the current tax levy.

A summary of the budgeted appropriations for 2025 are as follows:

CLEVELAND METROPARKS					
Appropriation Summary - 2025					
Object Code	Object Description	Original Budget			
		New Spending Authorization	Unspent Prior Authorization*	<u>Estimated</u> Carry Over Encumbrances	<u>Estimated</u> Total
OPERATING					
51	Salaries	\$ 73,399,278	\$ -	\$ -	\$ 73,399,278
52	Employee Fringe Benefits	25,356,338	-	129,238	25,485,576
53	Contractual Services	20,467,911	-	2,813,607	23,281,518
54	Office Operations	33,738,465	-	4,071,967	37,810,432
	Operating Subtotal	152,961,992	-	7,014,813	159,976,804
CAPITAL					
571	Capital Labor	1,000,000	53,294	39,691	1,092,985
572	Capital Construction Expenses	42,040,000	52,740,279	17,448,553	112,228,832
574	Capital Equipment	3,942,590	6,799	1,723,118	5,672,507
575	Zoo Animals	100,000	-	500	100,500
576	Land	2,500,000	-	127,957	2,627,957
	Capital Subtotal	49,582,590	52,800,373	19,339,819	121,722,781
TOTALS					
Grand totals		\$ 202,544,581	\$ 52,800,373	\$ 26,354,632	\$ 281,699,585

* includes Unrestricted and Restricted Funds

ACTION ITEMS (cont.)

Additionally, pursuant to Article 4 of its By-Laws, the Board of Park Commissioners shall fix the compensation range for all employees. To account for increases to the State of Ohio minimum wage, cost of living increases, and to maintain market competitiveness, it is recommended that the 2025 budget approved by the Board include the following:

- A Regular Employee compensation range from \$5.35/hour (tipped employee minimum) to \$367,391/annual for 2025, plus other benefits such as life insurance, deferred compensation, and/or continuing education/training, and
- An Intermittent Employee compensation range from \$5.35/hour (tipped employee minimum) to \$40.00/hour for 2025.

No. 24-12-169: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve the 2025 proposed appropriations budget, as reflected above, inclusive of the fixing of the 2025 compensation range for all employees.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.
 Nays: None.

(d) ***Single Source(s): Surplus Declaration(s), Auction Approval(s):***
A) Declaration of Surplus Equipment/Vehicles for 2025 and Sale through GovDeals;
B) Permission for “Live” Auction (Fall 2025); and,
C) Single Source #6904 – 2025 Purchase of Used Vehicles and Equipment through Auction(s)
(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Charlie Rosol, Director of Procurement/Mike Wegas, Fleet Manager)

A.) Surplus Declaration

GovDeals is an online clearinghouse for government surplus property. It provides a means for government agencies to post items for sale and for potential buyers to bid upon these items via an internet-based auction system. Recent results are as follows:

	2020	2021	2022	2023	2024
Items Sold and End Date of Auction	46 (12/15)	85 (12/18)	122 (11/16)	112 (11/1)	122 (11/12)
On-Line Sale Value	\$166,587.01	\$103,461.75	\$196,375.66	\$135,644.57	\$212,894.48

GovDeals continues to be the lowest and best option. GovDeals has a contract with Sourcewell (contract number 012821-GDI), a consortium of which Cleveland Metroparks is a member.

Fleet Management continues to pass the entire GovDeals administrative fee of 7.5% on to the winning bidder in each instance; so GovDeals invoices Cleveland

ACTION ITEMS (cont.)

Metroparks for those fees at 0%. This continues to work well with both the winning bidders and Cleveland Metroparks Fleet Management.

Fleet Management would like to continue this process while testing other auction suppliers in an effort to ensure Cleveland Metroparks is obtaining the best resale gain, paying competitive fees, and searching enhanced services such as managing listings, bidder questions and item logistics.

In 2025, it is recommended that the Park District continue the public sale of surplus equipment to the highest bidder, through either GovDeals or another online auctioneer that provides Cleveland Metroparks best value.

B.) Surplus II – Declaration and Auction Permission

Some items would gain a better price through a live auction; so, in the fall of 2025 (specified date TBD), Cleveland Metroparks would like to hold a “live” auction, on site, at Rocky River Maintenance Center. This would be an opportunity for reservations to purge surplus items that typically do not make their way to the online auction process.

Items for the live auction that are valued at \$25,000 or above as designated in Article 5, Section 6(a) of the By-Laws as requiring Board approval shall first be approved by the Board prior to auction. Items for live auction valued at less than \$25,000 shall be approved by the CEO.

C.) Single Source #6904 Summary: 2025 Purchase of Used Vehicles and Equipment through Auction(s)

Cleveland Metroparks is interested in the purchase, through live or online auctions, of pickup trucks, compact pickup trucks, service trucks, off-road equipment, and related equipment to replace some of its aging fleet.

Purchasing **2019 and newer** vehicles, when possible, will provide a useful life of an additional five (5) to seven (7) years and spread the replacement cost over a decade rather than the fleet maturing all at the same time (as is the current scenario). Replacing older vehicles with new vehicles would cost anywhere from \$340,000-\$400,000, while auction costs should be substantially less. The goal through auction is to purchase vehicles as well as equipment with a total value not to exceed \$350,000 for a one (1) year period.

No. 24-12-170:

It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize utilization of the internet auction services of GovDeals, Inc. or another online auctioneer determined by Cleveland Metroparks staff to provide best value for 2025, as described above, to dispose of Park District surplus equipment and vehicles, whereby equipment and vehicles for disposal valued under \$25,000 would be authorized in writing as surplus by the respective Department Chief and the Chief Executive Officer prior to auction, and equipment and vehicles

ACTION ITEMS (cont.)

for disposal valued at \$25,000 and above would receive Board approval prior to auction; and,

To authorize a “Live” auction in the fall of 2025, as described above, whereby Park District surplus equipment and vehicles identified by staff as appropriate for live auction valued under the Board level would be authorized in writing as surplus by the respective Department Chief and the Chief Executive Officer prior to live auction, and equipment and vehicles for disposal valued at the Board level and above would receive Board approval prior to auction; and,

To approve the purchase of used vehicles and/or equipment at public live or online auctions, as specified in the above Single Source #6904 and pursuant to ORC 307.86(N), for a **total amount not to exceed \$350,000**, for a one (1) year period. Further, that the Board authorize the Chief Financial Officer to generate and release a manual check or checks in the amount of the total active auction purchase(s) not to exceed \$350,000.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

- (e) ***Institute of Museum and Library Service – Euclid Beach STEM Adventure Camp – Authorization to Submit Grant Application and Commit Match***
(Originating Sources: Natalie Ronayne, Chief Development Officer/Joseph Roszak, Chief Operating Officer/Mary Rouse, Director of Outdoor Experiences/Kristen Trolio, Director of Grants/Beth Kivela, Senior Manager of Community Programs)

Cleveland Metroparks has been awarded funds through the Institute of Museum and Library Service’s Museums for America Program (“Program”) to expand its successful Euclid Beach STEM Adventure Camp. The Program supports museums’ efforts of public education, lifelong learning, and community outreach. Cleveland Metroparks has been awarded funds through this federal grant program to continue summer camp programs at Euclid Beach Park and to launch additional year-round out-of-school-time (OST) programs. The funds from the Program will support a full-time lead educator and seasonal employees for three years to enable Cleveland Metroparks to successfully execute these expanded summer and OST programs. The Euclid Beach STEM Adventure Camp will take place at Euclid Beach Park, the adjacent Wildwood Marina, and on Barge 225. The programs will target youth from neighborhoods adjacent to these locations in the Cities of Cleveland, Euclid, and East Cleveland with a goal to introduce and subsequently immerse local youth in the natural environment of Lake Erie which is in their own backyards.

ACTION ITEMS (cont.)

The grant budget is as follows:

Institute of Museum and Library Services	\$ 237,120
Cleveland Metroparks	\$ 343,614*
TOTAL	\$ 580,734

*Cleveland Metroparks match includes both cash and in-kind funds. Cash will be contributed to a portion of the full-time staff position and in-kind match is comprised of support staff, program space, food donations from the Cleveland Food Bank, and transportation in Park District vehicles.

No. 24-12-171: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve the acceptance of a grant from the Institute of Museum and Library Service for ±\$237,120 for the expansion of the Euclid Beach STEM Adventure Camp as described above; to authorize and agree to obligate the required matching funds of ±\$343,614 as described above and all funds required to satisfactorily complete the proposed projects and become eligible for reimbursement under the terms and conditions of the program; and further, that the Board authorize the Chief Executive Officer to enter into agreement and execute any other documents as may be required to accept the grant upon award; form of document(s) to be approved by Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.
Nays: None.

(f) *Andean Bear Conservation Alliance Contract Amendment*
(Originating Sources: Christopher W. Kuhar, Zoo Executive Director/Kym Gopp, Curator of Conservation)

Background

The Andean Bear Conservation Alliance (ABCA) is a partnership initiative of Cleveland Metroparks Zoo, with other partners including Cornell University, the International Union for the Conservation of Nature (IUCN) Bear Specialist Group, National Natural Parks of Colombia (PARQUES), the National Service of Natural Areas Peru (SERNANP), the Wildlife Conservation Society (WCS) and other partners. ABCA was established to provide a collaborative, coordinated, and targeted approach to Andean bear conservation and facilitate the development and implementation of range-wide conservation plans for the Andean bear.

ABCA promotes Andean bear conservation through large-scale training and research, and the development and application of innovative monitoring and conservation planning tools. ABCA activities support Andean bear conservation by strengthening the monitoring, management, and decision-making capabilities of conservation stakeholders at all levels.

ACTION ITEMS (cont.)

To help facilitate the work of ABCA Cleveland Metroparks Zoo utilizes the expertise and experience of past WCS Andean Bear Conservation Program Director Mr. Isaac Goldstein through contract as the ABCA Senior Advisor. The ABCA Senior Advisor works in partnership with the ABCA Director (Kym Gopp) and ABCA Manager (Dr. Robert Marquez) in the development, planning, and coordination of ABCA activities and projects on the ground in Andean bear range countries (Colombia, Ecuador, Peru, Bolivia). As the lead organization in ABCA, Cleveland Metroparks Zoo contracts the ABCA Advisor as a professional services contractor.

Contract Scope

Cleveland Metroparks Zoo funds the ABCA Senior Advisor position through conservation funds generated with the support of the Cleveland Zoological Society as well as funds contributed from other Association of Zoo and Aquarium organizations. The previous term of the ABCA Senior Advisor contract was February 1, 2023 through January 31, 2025. Cleveland Metroparks Zoo seeks the renewal of this Agreement for a two-year period in an effort to continue and expand ABCA's work, particularly in the expansion of the ABCA online eLearning platform to support critical training and capacity building efforts, and implementation of the large-scale Andean Bear Range Wide Conservation Priority Setting project in collaboration with the IUCN and AZA Andean Bear SAFE. The contract renewal is two (2) years commencing on February 1, 2025 through January 31, 2027.

The proposed terms of the contract renewal would include a work commitment not to exceed a total of seven hundred and eighty (780) hours per year from February 1, 2025, through January 31, 2027. Compensation to Consultant shall not exceed Seventy-Four Thousand Eight Hundred and Eighty Dollars (\$74,880) during the term (i.e., February 1, 2025 through January 31, 2027) resulting in a total revised contract value not-to-exceed of One Hundred Forty-Nine Thousand Seven Hundred Sixty Dollars (\$149,760).

All funding for support of the ABCA Senior Advisor is from restricted conservation funds and not from the operating budget of Cleveland Metroparks Zoo. Additional support of ABCA is not included in this Agreement but is funded from Cleveland Zoological Society Zoo conservation program funding.

No. 24-12-172: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to execute a contract amendment with Isaac Goldstein in a form acceptable to the Chief Legal and Ethics Officer, for professional services, as stated above, from February 1, 2025 through January 31, 2027 for an additional not-to-exceed amount of \$74,880, resulting in a total revised contract amount not-to-exceed \$149,760.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

ACTION ITEMS (cont.)

- (g) ***Operating Agreement between Cleveland Metroparks and the Cleveland Zoological Society***
(Originating Source: Christopher W. Kuhar, Zoo Executive Director)

Background

The Cleveland Zoological Society generates philanthropic and community support for Cleveland Metroparks Zoo and shares the Zoo's mission. Since 1998, Cleveland Zoological Society and Cleveland Metroparks have worked together under an operating agreement which has provided operating support to Cleveland Metroparks varying between 65% and 72% of the revenue generated from sales of the general membership program.

The Operating Agreement was modified in 2021 to streamline fundraising efforts for Cleveland Zoological Society and provide focused operational goals for the Zoo. The operating terms were modified such that 70% of membership revenue is returned to Cleveland Metroparks as commission, with 60% of that revenue being credited to the Cleveland Metroparks general fund and 10% of that revenue being held in a restricted fund for conservation support.

Over the past decade a series of amendments to the original agreement have been approved, making the agreement difficult to navigate. The proposed Operating Agreement represents a comprehensive approach to address all relevant issues with new terms to align the two organizations.

Proposal for a New Agreement

Both Cleveland Zoological Society and Cleveland Metroparks have agreed upon operating terms whereby 70% of membership revenue is returned to Cleveland Metroparks as commission, with 60% of that revenue being credited to the Cleveland Metroparks general fund and 10% of that revenue being held in a restricted fund for conservation support.

Both Cleveland Zoological Society and Cleveland Metroparks have agreed to terms that detail the ownership of membership and donor data, the process for naming-rights gifts, and requirements for insurance and data security.

As its contribution to this thriving public/private partnership, Cleveland Metroparks has and will continue to provide office space and operational support of the Zoological Society.

Finally, both parties agree to terms for an automatic renewal of the Operating Agreement with provisions for each party to bring proposed changes forward prior to ninety (90) days before the end of the current calendar year. Future amendments would require approval of both Boards.

- No. 24-12-173:** It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to approve the Operating Agreement with the Cleveland Zoological Society commencing

ACTION ITEMS (cont.)

January 1, 2025 and automatically renewed thereafter, in a form approved by the Chief Legal and Ethics Officer, whereby the Cleveland Zoological Society will provide membership, donor and conservation program services to Cleveland Metroparks, in consideration of sharing the revenue from membership fees in the following manner (1) general operating support of 60% of revenue from the general membership program be directed to Cleveland Metroparks general fund, and (2) 10% of the revenue from the general membership program going to a restricted fund for conservation.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

- (h) ***Award of RFP #6867-b – Construction Manager at Risk for Cleveland Metroparks Gordon Park Improvements, Lakefront Reservation***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Michele Crawford, Project Development Manager/Keith Carney, Project Manager)

Background

On August 14, 2024, Cleveland Metroparks advertised a Request for Qualifications (RFQu #6867) for interested parties to submit qualifications related to the performance of Construction Manager at Risk for the Cleveland Metroparks Gordon Park Improvements, Lakefront Reservation (the “Project”). The work is expected to include demolition, site improvements, utility coordination, landscaping, spaces and architectural elements.

RFQu Response and Analysis

Cleveland Metroparks staff prepared RFQu #6867 and requested that the respondents demonstrate qualifications relative to scope of the Project. The construction manager at risk RFQu yielded seven (7) responding construction manager at risk firms. Each firm’s statements of qualifications were reviewed by a panel of Cleveland Metroparks staff, including Sean McDermott, Keith Carney, Josiah Denson and Michele Crawford.

Cleveland Metroparks	
Construction Manager at Risk for Cleveland Metroparks Gordon Park Improvements, Lakefront Reservation	
RFQu #6867	
Construction Manager (at Risk) Firms	Short List
Independence Construction	x
Lawler	
Next Generation Construction	x
Panzica Construction	
Precision Engineering & Contracting, Inc.	
The Ruhlin Company	x
Turner Construction Co.	x

Through an independent evaluation of the qualifications, the review panel determined a short list of four firms and requested a proposal (RFP #6867-b) from each. Following

ACTION ITEMS (cont.)

receipt of the proposal each short-listed firm was interviewed. Following the interviews, the proposals from each short-listed construction management firm were then ranked by the panel in compliance with the Ohio Revised Code (“ORC”). As permitted by the ORC, both the qualifications of the firm and their proposed price are blended to produce a “best value” score. At Cleveland Metroparks election, qualifications were weighted at 80% and price at 20%. Below is a listing of the four short-listed firms, and their correlating “best value” score.

RFP #6867-b Results

Ranking	Construction Manager (at Risk) Firm	Price (sum)	(1) Price Component (20 pts max)	(2) Qualifications Component (80 pts max)	(1)+(2) Best Value Score (100 pts max)
1	Next Generation Construction	\$699,228.00	20	72	92
2	Turner Construction Co.	\$856,050.00	15.5	71.2	86.7
3	The Ruhlin Company	\$814,000.00	16.7	68	84.7
4	Independence Company	\$956,194.00	11.4	69.6	81

The price reflected in the above table includes the preconstruction services fee, the preconstruction stage compensation, estimated general conditions costs (based on percentage of construction cost), and the construction manager at risk fee (based on percentage of construction cost). Once construction documents are nearing finalization, staff will return to the Board to set a Guaranteed Maximum Price for each phase of construction, at which time the construction costs, the general conditions costs, and the construction manager fee will be finalized. Upon the negotiation of a contract with the recommended construction manager, Next Generation Construction (“Next Gen”), the preconstruction stage compensation will be established at \$62,103.

RFP Analysis

Staff recommends the construction manager (at risk) contract be negotiated and awarded to **Next Generation Construction**. Next Generation Construction is a Northeast Ohio company based in Cleveland founded in 2009. Their project approach demonstrated a strong understanding of how to work with the existing site conditions. Next Generation Construction is committed to the Project’s success and provides high-quality construction services. Their core values—commitment, collaboration, and accountability—align with the mission of Cleveland Metroparks and the Project partners, making them a valuable asset for the Project’s execution.

Next Generation Construction’s experience with similar and complementary projects, along with the competitive price associated with their services, establishes their firm as the “best value” when ranked against the other short-listed construction manager (at risk) firms.

ACTION ITEMS (cont.)

No. 24-12-174: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to enter into a Construction Manager (at Risk) contract with **Next Generation Construction** being ranked as the “best value” for RFP #6867-b, Gordon Park Improvements, Lakefront Reservation, inclusive of \$62,103 for preconstruction stage compensation. In the event that a contract cannot be negotiated with the construction manager, a contract would then be negotiated, per Ohio Revised Code, with the next ranked construction manager, who the Board, in its discretion, has reflected in the minutes as being the next ranked construction manager. Form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

- (i) ***Amendment No. 1/Guaranteed Maximum Price #1 – Contract #1746 – Construction Manager at Risk, RFP #6803-b, Old Lorain Connector Trail, Rocky River Reservation*** (Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Michele Crawford, Project Development Manager/Andrew Stahlke, Project Developer/Seth Keller, Project Manager)

Background

On November 7, 2023, Cleveland Metroparks advertised a Request for Qualifications (RFQu #6803) for interested parties to submit qualifications related to the performance of Construction Manager at Risk for the Cleveland Metroparks Old Lorain Connector Trail, Rocky River Reservation (“Project”). The execution of the Project is summarized in a Project Development Agreement between West Park Kamm’s Neighborhood Development (“West Park Kamm’s”) and Cleveland Metroparks. On November 16, 2023, the Board authorized the execution of a Project Development Agreement (“PDA”) between West Park Kamm’s, Cleveland Metroparks, and Cleveland Clinic Foundation (“Clinic”) (Board Resolution No. 23-11-183) to collaboratively design and construct the Project. The final agreement is under review by all parties and execution is expected soon.

The Project’s desired outcome is to create a roughly 1/3-mile-long paved multi-use path in the vicinity of Old Lorain Road connecting Riveredge Road in the City of Cleveland’s Kamm’s Corners neighborhood and Little Met Golf Drive in the Rocky River Reservation. Starting at the eastern termini, the trail will run along the south and west sides of the existing Cleveland Clinic Fairview Hospital parking structure south of Old Lorain Road, traversing vegetated and sloping terrain, before following Old Lorain Road downhill west to meet the existing sidewalk at the intersection of Old Lorain Road and Little Met Golf Drive. West Park Kamm’s was awarded \$750,000 in American Rescue Plan Act (“ARPA”) Community Grant Funding from Cuyahoga County District 2 for use on the Project and has also obtained a \$750,000 commitment from Cleveland City

ACTION ITEMS (cont.)

Council for use on the Project. The Cleveland Clinic has also provided \$500,000 for use on the Project. Furthermore, the City of Cleveland contributed \$50,000 for preliminary design of the Project.

On February 15, 2024 Cleveland Metroparks entered a Construction Manager (at risk) contract with Nerone & Sons, Inc (“Nerone”) (Board Resolution No. 24-02-020). The awarded contract included \$14,000 for preconstruction stage compensation. Since February, the design team has continued to develop plans and construction documents for the Project. Although final design has not been completed, the trail alignment had been approved by Cleveland Metroparks which has allowed Nerone to compile a preliminary Guaranteed Maximum Price #1 (“GMP #1”) for site preparation, including tree clearing, stormwater pollution prevention, and a construction entrance. As a best practice, tree clearing should be completed to accommodate the annual restricted clearing window between November and March related to two endangered bat species.

GMP #1 Establishment

Nerone has established the GMP #1 based on drawings provided by the design team and bids and estimates provided by Nerone and their subcontractors:

SITE PREPARATION - GMP # 1 ITEMS	COSTS
Tree Clearing	\$65,450
Stormwater Pollution Prevention	\$58,700
Relocation of Cleveland Clinic Salt Bin	\$50,000
Construction Entrance & Staging	\$50,000
GMP # 1 COST OF WORK	\$224,150
GMP #1 FEES	
General Conditions (3.5%)	\$7,845
CMR Fee (1.0%)	\$2,242
GMP #1 FEE SUBTOTAL	\$10,087
GMP #1 TOTAL	\$234,237

Construction Schedule

Nerone’s construction schedule associated with GMP #1 anticipates a February 2025 commencement and a March 31, 2025 completion date for tree clearing. Cleveland Metroparks staff will monitor construction progress and provide updates to the Board. Staff will return to the Board with a GMP #2 when design development is completed for construction of the trail.

No. 24-12-175: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Construction Manager at Risk Contract with **Nerone & Sons, Inc.**, for the construction of RFP #6803-b, Old Lorain Connector Trail, to reflect a Guaranteed Maximum Price #1 (GMP #1) in the amount of **\$234,237**

ACTION ITEMS (cont.)

which will be an amount in the addition to \$14,000 already awarded for Pre-Construction Stage compensation for a total contract valued at **\$248,237**, in a form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Abstained: Mr. Moore.

Nays: None.

- (j) ***Contract Amendment No. 4 #1669 – Design-Builder for Cleveland Metroparks Solon to Chagrin Falls Trail – South Chagrin Reservation – Phase 2 Design Services***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Michele Crawford, Project Development Manager/Seth Keller, Project Manager)

Background

On May 31, 2022, Cleveland Metroparks issued a Request for Qualifications (RFQ #6650) for interested parties to submit qualifications to provide Design-Builder services for the Solon to Chagrin Falls Trail in the South Chagrin Reservation (“Project”). The Project includes the design and construction of a 10’ wide paved all-purpose trail that will connect Solon to Chagrin Falls from SOM Center Road to the northern corporation line along the former Wheeling and Lake Erie Railroad Company corridor. The Project includes trail development, trailhead development, amenities, supporting infrastructure, bridges and related or complementary work. On August 18, 2022, the Board awarded a Design-Builder Contract to Nerone & Sons Inc. (“Nerone”) (Board Resolution No. 22-08-118) for the Project. At the time of the Board’s award, only the preconstruction stage compensation was fixed at \$460,414.00. On February 16, 2023, the Board approved Contract Amendment No. 1 (Board Resolution No. 23-02-026) for \$68,942.00 to cover additional geotechnical and environmental scope of the preconstruction stage compensation. Amendment No. 2 for \$40,847.00 was completed on December 6, 2023, for additional structural design and plan preparation. The total amount for preconstruction stage compensation for Phase I was established at \$570,203.00.

Per the contract, a Guaranteed Maximum Price (“GMP”) for construction is then developed and brought back to the Board for approval.

The City of Solon (“Solon”) and the Cleveland Metroparks entered into a collaborative Project Development Agreement (“PDA”), effective March 24, 2022, which established the formal partnership and responsibilities of the parties towards the mutual development of the Project (Board Resolution No. 21-12-182). On December 6, 2023, the PDA was amended to reflect updated Project conditions. Subsequently, Solon established the maximum expenditure on the trail portions of the Project at \$5,985,500.00.

ACTION ITEMS (cont.)

On February 15, 2024, Cleveland Metroparks Board approved Contract Amendment No. 3 Guaranteed Maximum Price 1 (“GMP 1”) (Board Resolution No. 24-02-022) for construction of the trail. In addition to a guaranteed maximum price and preconstruction costs for the trail that does not exceed \$5,985,500.00, costs for additional work have also been requested for: (1) replacement of a failing culvert pipe; (2) work to take place outside of the Solon municipal boundary; and (3) the Behm Memorial Marker. Upon approval of GMP 1, Cleveland Metroparks staff and Solon worked to amend the PDA to reflect the replacement of the failing culvert pipe and the Behm Memorial Marker, both of which Solon will provide funds to cover, in addition to the not-to-exceed amount of \$5,985,500.00 for the trail. The additional costs in addition to the trail resulted in a contract total \$6,617,234.59 (“GMP 1”).

Since GMP 1 execution, Nerone has made notable progress on the trail construction. Nerone has installed bridge abutments for the three bridges as well as set the beams. Additionally, Nerone has completed the replacement of the culvert requested by Solon and completed rough grading for a significant portion of the trail.

As part of the PDA, Cleveland Metroparks has a commitment to complete the design and construction of the Phase 2 portion of the trail. Phase 2 begins from the end of Phase 1 which is located north of the Solon sewage pump station facility at the municipal corporation line with the Village of Bentleyville. The Phase 2 segment, which sits wholly within the Village of Bentleyville, represents the final portion of the Solon to Chagrin Falls Trail, will be constructed up to Chagrin River Rd., connecting to the existing Cleveland Metroparks trail within the South Chagrin Reservation. The approximately 1,500-foot segment will include a bridge across the Aurora Branch of the Chagrin River. The construction of the bridge is to occur within one (1) year of the completion of the Project within the City of Solon. This contract amendment includes efforts to perform bridge structure design, hydraulic analysis, and environmental permitting.

Proposal Analysis

Cleveland Metroparks Site Division plans to construct the trail and major portions and components of the bridge over the Chagrin River. It is envisioned that Nerone may perform certain work such as deep foundations. Such work will be contracted through a future Guaranteed Maximum Price Amendment. A proposal was requested from Nerone and their design partner, Michael Baker International, to perform the design of the bridge structure and secure necessary permitting. The proposal focused on the design and permitting of the bridge and does not include design for the trail, grading, stormwater, SWPPP, traffic control, maintenance of traffic, and utility coordination as Cleveland Metroparks will be performing those tasks. Design fees and scope are proposed as follows:

Phase 2 Tasks	Costs
Stage 1 Preliminary Plans	\$5,202.00
Supplemental Survey and Base Mapping	\$21,500.00
Geotechnical Investigations	\$68,500.00
Environmental Permitting	\$63,898.00

ACTION ITEMS (cont.)

Hydraulic Analysis	\$24,618.00
Final Design & Plans	\$106,982.00
Phase 2 Task Subtotal	\$290,700.00
If-Authorized Tasks	
Additional Survey	\$20,800.00
Additional Geotechnical Investigations (Allowance)	\$5,900.00
Full Mussel Survey and Relocation Plan (Allowance)	\$12,000.00
Additional Hydraulic Analysis (FEMA)	\$24,600.00
Construction Administration (Allowance)	\$12,000.00
If-Authorized Task Subtotal	\$75,300.00
Phase 2 Pre-Construction Stage Fee	\$5,000.00
TOTAL CONTRACT AMENDMENT No. 4	\$371,000.00

Per the PDA, Cleveland Metroparks is responsible for all costs associated with Phase 2 of the Project.

Phase 2 Design Schedule

Following execution of the Contract Amendment No. 4, the design-build team will prioritize the permitting process due to its lengthy timeline. Given the sensitivity of watershed and number of agency stakeholders, an approved permit cannot be anticipated any earlier than 12 months from submission, assuming completion of wetland delineation by the end of the growing season on October 1.

Once the design is complete, staff will come back to the Board with a Guaranteed Maximum Price 2 (GMP 2) for construction of portions of the bridge as described above.

No. 24-12-176:

It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Design-Build contract (Contract #1669) with **Nerone & Sons Inc.**, for the design of RFP #6650-b, Solon to Chagrin Falls Trail to reflect additional design and preconstruction fees in an amount not to exceed **\$371,000.00**, which will be an amount in addition to the \$6,617,234.59 formerly awarded in the original contract, Amendment No. 1, Amendment No. 2, and Amendment No. 3 (GMP 1), for a total **contract valued at \$6,988,234.59**, in a form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

ACTION ITEMS (cont.)

- (k) ***Contract Amendment 1429 – Cleveland Metroparks Hinckley Lake Dam Modifications – Hinckley Reservation – Guaranteed Maximum Price 3***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Seth Keller, Project Manager)

Background

On March 8, 2017, Cleveland Metroparks advertised a Request for Qualifications (RFQ #6260) for interested parties to submit qualifications related to the performance of Construction Manager at Risk for the Cleveland Metroparks Hinckley Lake Dam Modifications (“Project”). On August 17, 2017, the Board awarded a Construction Manager at Risk Contract to The Great Lakes Construction Company (the “Construction Manager”) for the Project (Board Resolution No. 17-08-121). At the time of the Board’s award, only the preconstruction stage compensation was fixed at \$42,600. Per the contract, a Guaranteed Maximum Price (“GMP”) for construction is then developed and brought back to the Board for approval.

In March 2018, a preliminary design report by Michael Baker International (“MBI”) was produced which included multiple dam rehabilitation alternatives and associated preliminary cost estimates. As the Project moved forward, to comply with federal tree removal regulations, an early Guaranteed Maximum Price 1 (“GMP 1”) was developed and approved by the Board on March 15, 2023 (Board Resolution No. 23-03-048). GMP 1 was approved in the amount of \$48,770 for select tree removal on the existing dam embankment. That work was completed prior to April 1, 2023 in compliance with federal tree removal regulations.

In May 2023, 100% design documents were prepared by MBI. The completed design was supplied to the Construction Manager and a Guaranteed Maximum Price 2 (“GMP 2”) was approved by the Board on July 19, 2023 (Board Resolution No. 23-07-115). Work under GMP 2 included partial demolition of the existing spillway and associated components, raising the earthen dam, reconstructing the new spillway, control tower, and an initial allowance for dredging the southern portion of Hinckley Lake. Additional line-item allowances were included in GMP 2 to address conditions and events that may occur during construction. It was planned to return to the Board with a future GMP to include a more detailed dredging package for southern portions of Hinckley Lake where siltation has had impacts to recreation and use.

The Construction Manager commenced GMP 2 work in September 2023 and has since completed nearly all work for the rehabilitation of the dam spillway and earthen embankment. Cleveland Metroparks staff has worked collaboratively with the Construction Manager to monitor the drained lake and sediment behavior and characteristics and have developed a dredging plan for implementation in the summer of 2025.

GMP 3 Establishment

The Construction Manager has established the following values for Guaranteed Maximum Price 3 (“GMP 3”) for dredging of the upper lake:

ACTION ITEMS (cont.)

GMP 3 ITEMS	COSTS
General Requirements, Mobilization & Survey	\$153,301.00
Haul Road to Lake	\$216,141.00
Staging Area	\$56,838.00
Haul Roads in Lake (incl. sediment removal)	\$1,039,442.00
Excavation in Lake (19,700 CY)	\$702,944.00
In Lake Haul Road at Boat Launch	\$20,448.00
Johnson’s Creek Outlet Forebay (1,400 CY)	\$47,639.00
GMP #3 COST OF WORK	\$2,236,753.00
GMP 3 FEES	
General Conditions (8.0%)	\$178,940.24
CMR Fee (3.9%)	\$87,233.37
CMR Contingency (1.8%)	\$40,261.55
GMP 3 FEE SUBTOTAL	\$306,435.16
GMP 3 TOTAL	\$2,543,188.16

GMP 3 estimates the amount of dredging to occur at approximately 21,000 CY, but also sets up the Cleveland Metroparks for future success of Hinckley Lake with permanent haul roads for future dredging and in-lake forebays for silt accumulation and capture. Any savings not spent in GMP 2 can also be utilized on dredging of the lake to increase the amount of dredging performed.

Construction Schedule

The Construction Manager’s construction schedule associated with GMP 3 anticipates a summer 2025 commencement and completion in Fall 2025 allowing for Hinckley Lake to open to the public for the 2026 swim season. In the event weather conditions allow, Construction Manager may start as soon as Spring of 2025. Cleveland Metroparks staff will monitor construction progress and provide updates to the Board.

No. 24-12-177:

It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price contract with **The Great Lakes Construction Company**, for the construction of RFP #6260-b, Cleveland Metroparks Hinckley Lake Dam Modifications – Hinckley Reservation, to reflect a **GMP 3** in the amount of \$2,543,188.16, which will be an amount in the addition of \$9,447,424.99 already awarded for preconstruction stage services, GMP 1, and GMP 2 for a total **contract valued at \$11,990,613.15** in a form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

ACTION ITEMS (cont.)

- (I) ***Approval of LPA Local-Let Project Agreement for the Garfield Parkway Bridge Replacement Enclosing Mill Creek – Garfield Park Reservation***
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/
Christopher J. Papp, P.E., Civil Engineer/Sara Byrnes Maier, Principal Planner)*

Background

On February 16, 2023, the Board of Park Commissioners provided authorization to apply for Municipal Bridge Funding (“MBF”) in accordance with O.R.C. Section 302.21 from the Ohio Department of Transportation (“ODOT”) for the replacement of the Garfield Parkway Bridge Enclosing Mill Creek in Garfield Park Reservation (the “Project”), PID 119873.

ODOT granted Cleveland Metroparks \$1,567,500 in MBF for the Project. The MBF Program funds 80% of eligible construction costs and, for this funding cycle, also utilizes Toll Revenue Credits for another 15% of construction costs (up to a total request of two million dollars), leaving a 5% local share for construction costs.

Garfield Parkway Bridge (Structure #1890808) enclosing Mill Creek is in Garfield Park Reservation and is the access to Red Oak Picnic Area. The culvert carries the all-purpose trail, providing regional bicycle and pedestrian connectivity, in addition to Garfield Parkway itself. In 2019 Cleveland Metroparks contracted with Arcadis U.S., Inc. (“Arcadis”) via RFQu #6402 to provide annual bridge inspection and support design services for Cleveland Metroparks’ bridges over a five (5) year period. Arcadis assisted with the application for the aforementioned MBF funds.

AECOM Technical Services, Inc. (“AECOM”) is the design engineer for the adjacent and overlapping project for the replacement of the Whitehouse Crossing Bridge Project, ODOT’s CUY-14-6.93 (PID 104132). The design process of this bridge complied with current ODOT project requirements which involve engineering, environmental, staged review of the plans, specifications and cost estimates. Furthermore, ODOT has committed to constructing a multi-use path as a component of the Whitehouse Crossing Bridge replacement project.

The existing structure to be replaced is a four-sided concrete box culvert with a waterway opening of 22 feet by 7 feet. The Cleveland Metroparks portion is 423 feet long, with the middle portion of the structure owned by Cuyahoga County (under Henry Street). It was constructed in 1927 and has not had a major rehabilitation. The bridge currently has a General Appraisal of 4 - Poor Condition, primarily due to deterioration of the culvert. There is heavy spalling with exposed and corroded reinforcing steel in portions of the top and bottom slab. The walls exhibit vertical leaching cracks and minor spalls, and there is major spalling (several 8-inches deep) with exposed and broken transverse rebar in the bottom slab.

On September 21, 2023, the Board approved a contract with AECOM to prepare the necessary engineering plans and complete the necessary environmental work to bid and construct the Project in the amount of \$253,533. Two subsequent modifications to the

ACTION ITEMS (cont.)

fee have occurred for additional design services and construction services totaling \$35,000.

Cleveland Metroparks typically lets its own projects that receive Federal Aid as a Local Public Agency (“LPA”) under a LPA Federal Local-Let Project Agreement with ODOT; however, ODOT and Cleveland Metroparks agreed to incorporate construction of the Garfield Parkway Bridge as part of the larger CUY-14-6.93 (PID 104132) Whitehouse Bridge Crossing project under an LPA Federal ODOT-Let Project Agreement. This contracting arrangement was pursued under the assumption that combining the projects would yield construction and cost benefits.

On July 18, 2024 the Board authorized the Chief Executive Officer through Board Resolution No. 24-07-094 to enter into an LPA Federal ODOT-Let Project Agreement for the Garfield Parkway Bridge project, which was brought before the Board again on September 19, 2024 for amendment through Board Resolution No. 24-09-124. The estimated project cost of \$2,014,000 in the amended agreement was based on the final plans, specifications and estimate for the project that were submitted to ODOT on August 13, 2024. ODOT’s process for ODOT-Let agreements requires that additional action be brought to the Board of Park Commissioners with the final cost estimate developed by ODOT Central Office Estimating staff. This final legislation was anticipated to go back before the Board in December of 2024 or January of 2025.

After successfully accelerating the design phase of the project to catch up with the Whitehouse Crossing Bridge Project, ODOT Central Office returned a final estimate of \$2.7 million. The funds beyond the \$1,567,500 MBF award would have been due to ODOT immediately, and if the bid came in lower than ODOT’s estimate those monies would have been held by ODOT until the close out of the project in 2028-29. For these reasons, Cleveland Metroparks staff requested ODOT separate the Garfield Parkway Bridge from the Whitehouse Crossing Bridge Project, so that it may be bid as a typical Local-Let project. As such, Cleveland Metroparks and ODOT will need to enter into a new LPA Federal Local-Let Project Agreement to replace the existing LPA Federal ODOT-Let Project Agreement.

Cleveland Metroparks is responsible for any costs over \$1,567,500. Staff plans to request Stormwater Management Reimbursement Funds from the Northeast Ohio Regional Sewer District to cover a portion of the local cost share. Cleveland Metroparks will be required to pay our portion of the construction and construction administration costs in excess of \$1,567,500. Details are being developed with ODOT for a revised project bidding and construction schedule.

No. 24-12-178: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to enter into an LPA Federal Local-Let Project Agreement with the **Ohio Department of Transportation (“ODOT”)** to replace the existing LPA Federal ODOT-Let Project Agreement for the Garfield Parkway Bridge Replacement, with ODOT contributing 95% of eligible construction costs up to

ACTION ITEMS (cont.)

\$1,567,500 and Cleveland Metroparks covering the remaining costs, for a current estimated total of approximately \$2,014,000, as outlined above and in a form acceptable to the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES.

No. 24-12-179: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the following awards:

- (a) **Bid #6893:** Concrete (see page **102682**);
- (b) **Single Source #6902:** Learning Management System (see page **102683**);
- (c) **Single Source #6906:** Paid Media Advertising for 2025 (see page **102684**); and,
- (d) **Single Source #6908:** Seneca Golf Course Range Poles and Netting Installation and Washington Golf Course Driving Range Net Extensions with Additional Range Pole and Net (see page **102685**).

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)

BID #6893 SUMMARY: CONCRETE to be supplied on an “as needed” basis for a one (1) year period beginning January 1, 2025 through December 31, 2025 to various locations throughout Cleveland Metroparks

HIGHLIGHTS AT A GLANCE
2024 YTD Expenditures = \$99,858.50
2025 Estimate = \$150,000.00 (1)

(1) The 2025 estimate includes miscellaneous patches and repairs of roads, as well as specific infrastructure rehabilitation, and capital projects performed by Park District staff.

Background

The awarded supplier will provide 3000 psi, 3500 psi, 4000 psi, 4500 psi, Class C, LSM 50, and LSM 100 concrete (all based on per-yard pricing) as well as additives, additional services, and colors at specified locations throughout Cleveland Metroparks on an "as needed" basis. The concrete will be used by Park District personnel for various projects such as footers, pads, and other concrete items.

CONCRETE TYPE	3000 psi	3500 psi	4000 psi	4500 psi	Class C	LSM 50	LSM 100
2024	\$141.00	\$147.00	\$170.00	\$155.00	\$155.00	\$120.00	\$125.00
2025	\$144.00	\$150.00	\$173.00	\$159.00	\$155.00	\$128.00	\$125.00

**Prices for additives, additional services and colors are on file in the Procurement Office.*

The bid was sourced to ±20 suppliers and Cleveland Metroparks only received one (1) bid: Shelly Materials, d/b/a Medina Supply Company.

Overall, the Park District will see ±2.2% increase in cost per yard compared to 2024 price structure. This 2.2 % increase is at or below prices across the industry.

RECOMMENDED ACTION:

That the Board authorize an award for concrete, as set forth in the bid summary and at the unit prices set forth in Bid #6893, to the lowest and best bidder, **Shelly Materials, d/b/a Medina Supply Company**, to be supplied on an “as needed” basis for a one (1) year period beginning January 1, 2025 through December 31, 2025, **for a total cost not to exceed \$150,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 24-12-179 on Page 102681)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**SINGLE SOURCE #6902 SUMMARY: LEARNING MANAGEMENT SYSTEM****Background**

In January 2019, pursuant to Board Resolution No. 19-01-012, the Board of Park Commissioners approved the purchase of (Bridge) Learning Management System (LMS) (at that time on a GSA cooperative contract) from Learning Technologies Group, Inc. DBA GetBridge, LLC (formally Instructure) to address the need for online compliance training and record keeping for a three (3) year period beginning February 1, 2019 through January 31, 2022, with an option to renew for three (3) additional years through January 31, 2025.

Cleveland Metroparks is seeking a new contract for the Bridge LMS for a three (3) year period beginning February 1, 2025 through January 31, 2028 for a total not to exceed \$161,524.80. Bridge LMS, whose software is proprietary as contemplated by ORC 307.86(B)(2), has been extremely effective and efficient for the past five (5) years, delivering eLearning, managing training events, maintaining training records, tracking training, and scheduling live training sessions. Bridge LMS is utilized by all full and part-time staff, all seasonal staff, and volunteers.

Cleveland Metroparks staff recommends remaining with GetBridge, LLC for the Bridge LMS for a new three (3) year contract to provide consistency and continuity. In addition to its ease of use, Bridge LMS is compatible with ADP Lyric and has been very beneficial for conducting seasonal onboarding virtually as well as offering on-demand options for various training for full- and part-time employees to accommodate various shifts.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into an agreement, as per Single Source #6902, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **Learning Technologies Group, Inc. DBA GetBridge, LLC** in an amount **not to exceed \$161,524.80** for the Learning Management System for a three (3) year period beginning February 1, 2025 through January 31, 2028.

(See Approval of this Item by Resolution No. 24-12-179 on Page 102681)

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)

SINGLE SOURCE #6906 SUMMARY: PAID MEDIA ADVERTISING FOR 2025

HIGHLIGHTS AT A GLANCE
2024 YTD Estimated Expenditure = \$904,086.00
2025 Estimate = \$1,350,000.00

Background

The 2024 YTD estimated expenditure reflects invoices paid to date, plus the remaining fourth quarter advertising and outstanding invoices.

This item provides for paid media advertising to be used/secured on an “as-needed” basis throughout 2025 in support of the following initiatives: grow attendance/usage for zoo, golf, parks, rental facilities and retail.

The media advertising mix and vendor allocations will be based on the ability to effectively and efficiently reach the relevant target market(s) specific to each initiative.

The following is a summary of the advertising mediums and anticipated vendors. Actual expenditures for a given vendor will depend on market driven factors determined at the time of the actual advertising buys; therefore, the recommendation authorizes an overall “not to exceed” \$1,350,000 amount versus a specific spend allocation by medium and/or vendor.

Advertising Mediums & Anticipated Vendors (not limited to)

- **Digital** (Online Display/Paid Search/Mobile): Facebook, Google, WeddingWire
- **Outdoor** (Billboards/Transit): Clear Channel Airports, Lamar, Outfront Media
- **Radio**: Cleveland Guardians Radio Network, Audacy (i.e., WDOK, WKRK), iHeartMedia (i.e., WHLK, WMJI), Radio One (i.e., WENZ, WZAK), WCPN, WKNR
- **Print**: Call and Post, Code M Magazine, Crain's, Destination Cleveland, Great Lakes Publishing, La Prensa, Northeast Ohio Boomer, Northeast Ohio Parent
- **Television**: Spectrum Reach, WEWS, WJW, WKYC, WUAB/WOIO

To the extent possible, media buys are purchased utilizing funds contributed by branded product sponsors (i.e., CrossCountry Mortgage, Key Bank, MetroHealth and the general Marketing fund).

RECOMMENDED ACTION:

That the Board approve the purchase of various single source paid media advertising buys, Single Source #6906, for a **total cost not to exceed \$1,350,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 24-12-179 on Page 102681)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)

SINGLE SOURCE #6908 SUMMARY:

SENECA GOLF COURSE RANGE POLES AND NETTING INSTALLATION AND WASHINGTON GOLF COURSE DRIVING RANGE NET EXTENSIONS WITH ADDITONAL RANGE POLE AND NET

Background

Seneca Golf Course is currently constructing a new driving range. To protect the surrounding areas, including the maintenance facility and golf course, a driving range net with wood poles is necessary.

At Washington Golf Course, the existing driving range nets are 40’ tall, which is not tall enough to keep the range balls inside the driving range. Currently, the driving range loses hundreds of practice balls daily due to the lower height. These range balls that get outside of the range go into the wooded areas on the side of the range and need to be handpicked to retrieve them. All 36 poles on the driving range will be extended by 20’, raising the height to 60’ to reduce the ability of the range balls to get outside the nets. The range was also built with an opening at the back to allow vehicle access; however, this has allowed range balls to escape. An additional pole will be placed at the back of the range to allow for netting that will keep the balls from escaping but will also allow vehicles to access if necessary.

Cross Country Cowboy, Inc. is the contractor who originally installed the patented driving range system at Washington Golf Course, installed new netting in 2020 and installed an additional net next to the #3 tee box to protect the neighboring houses. Cross Country Cowboy also installed new netting at Shawnee Hills Golf Course driving range. It is important to have a continuity of services and netting coupled with their patented system; thus, Cleveland Metroparks Golf would like to continue with their services for both the new driving range installation at Seneca Golf Course and the driving range net extensions with an additional pole and netting at Washington Golf Course.

Cross Country Cowboy has offered a mobilization discount of \$27,375.51 if both projects are completed at the same time. This would bring the combined project total to \$547,710.28. Details for the installation by course are below.

Designation	Seneca Golf Course
Installation Services (included but are not limited to...)	Supply and install golf barrier netting around driving range as follows: Right Side 8/85’ Class I ANSI Wood Poles, 11/60’ Class II ANSI Wood Poles, 350’ at 75’ high and 550’ at 50’ high, Left Side 18/60’ Class II ANSI Wood Poles 850’ at 60’ high, Pole embedment 8’6” backfilled and power tamped, approx. 96,250 sq. ft. of black UV treated 1” poly golf barrier netting, 5/8” galvanized hardware, ¼” and 5/16” x 7 x 19 strand black airplane cable, to include patented system with cross brace cables and horizontal wind cables, cross brace cables go between the poles, horizontal cables are on opposing side of the net every 10’ plus top and bottom cables.
Total and Installation	\$329,031.69

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)

Designation	Washington Golf Course
Installation Services (included but are not limited to...)	Supply and install wood extensions with new netting and cable system on top of existing poles as follows: 36 8x8” 24’ PT Timbers to extend net height 20’, extensions to bolt to side of poles through and through with 3 galvanized 5/8” bolts, approx. 34,000sqft of new black UV treated 1” poly golf barrier netting (existing netting and chain link to remain), 5/8” galvanized hardware, ¼” and 5/16” x 7 x 19 strand black airplane type cable, to include patented system with cross brace cables and horizontal wind brace cables, cross brace cables go between the poles, horizontal cables are on opposing side of the net every 10’ plus top and bottom cables. Add 1 additional 25’ wood pole along back line for opening to have netting that would overlap the opening still allowing for cart.
Total and Installation	\$218,678.59
Grand Total and Installation for both courses	\$547,710.28

RECOMMENDED ACTION:

That the Board approve the purchase of range netting and installation at Seneca Golf Course and net extension at Washington Golf Course, equipped as specified in the Single Source #6908 summary, from **Cross Country Cowboy, Inc. for a cost to purchase and install at \$547,710.28** (Seneca: \$329,031.69 and Washington: \$218,678.59). Form of contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 24-12-179 on Page 102681)

GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 12/19/24)

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 5(a), “The CEO is authorized to enter into contracts and contract amendments for construction, change orders, and to purchase equipment, goods and services, and real estate, without prior approval of the Board in each instance, if the cost of the contract or contract amendment, for any single project, or the amount of the purchase, does not exceed \$75,000. Any contracts where the cost exceeds \$25,000 or any purchase where the amount exceeds \$25,000, and approved by the CEO, shall be reported to the Board at its next regularly scheduled meeting following the execution of said contract or said purchase,” the following is provided:

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Professional services for demolition of structures at Duncan property at Hinckley Reservation.	C & J Contractors Inc.	\$45,680.00	(7)
Closing cost for Gabel property at Garfield Park Reservation.	Guardian Title Agency, Inc.	\$50,620.12	(3)
2024 program service and support fees for health and safety certifications; additional certifications.	American Red Cross	\$24,409.00 1,950.00 <u>550.00</u> \$26,909.00	(6)
Professional service for technical writer for Forest Management guidelines; additional services.	Biohabitats, Inc.	\$21,045.00 <u>4,500.00</u> \$25,545.00	(6)
2024 executive preventive care program; additional services.	Cleveland Clinic	\$25,000.00 <u>15,000.00</u> \$40,000.00	(6)
Closing cost for Nio Phoenix property at Washington Park Reservation.	Guardian Title Agency, Inc.	\$55,684.39	(3)
Timber Stacks Climbers for Keeler Nature Play at Brecksville Reservation.	Michigan Playgrounds LLC	\$47,691.00	(7)

GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED (cont.)

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Copywriter services, including voice and writing for Primate Forest signage at the Zoo.	Swiftwing Studios	\$37,000.00	(3)

===== **KEY TO TERMS** =====

- (1) "BID" – Formal bid invitations sent and advertised in *The Plain Dealer* 15 days preceding the bid opening.
- (2) "COOPERATIVE" – Purchased through cooperative purchasing programs i.e. – State of Ohio, OMNIA, etc.
- (3) "SINGLE SOURCE" – Purchased from one source as competitive alternatives are not available.
- (4) "PROPRIETARY" – Products purchased for resale directly from the brand’s manufacturer.
- (5) "PROFESSIONAL SERVICE" – Services of an accountant, architect, attorney at law, physician, professional engineer, construction project manager, consultant, manager, surveyor or appraiser as outlined under Article 5, Sections 1-4 of the Board By-Laws and defined by ORC 307.86.
- (6) "COMPETITIVE QUOTE (over \$5,000 up to \$25,000)" – Originally estimated \$25,000 or less, quoted by three vendors.
- (7) "COMPETITIVE QUOTE (over \$25,000 to \$75,000)" – Chosen through the accumulation of three written quotes.

**CONSTRUCTION CHANGE ORDERS OR AMENDMENTS TO
PROFESSIONAL SERVICE CONTRACTS (12/19/24)**

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 5(b) and (c), “...the CEO is not authorized to enter into any change orders to construction contracts, without prior approval of the Board in each instance, except that the CEO is authorized to enter into change orders to construction contracts, without prior approval of the Board in each instance, where the additional cost is less than THE LESSER OF: (i) \$75,000, or (ii) ten percent (10%) of the total cost of the contract at the time of the change order. Each change order by the CEO under this Article shall be reported to the Board at the next meeting of the Board following the execution of said change order. The aggregate value of all change orders authorized by the CEO shall not exceed fifty percent (50%) of the original contract value without prior approval of the Board. If the Board approves a revised contract value, then the aggregate value of all change orders issued after Board approval of the revised contract value shall not exceed fifty percent (50%) of the revised contract value without additional approval of the Board.”

I. “Amendment to Professional Service Contract. For professional service contracts greater than \$75,000, the CEO is not authorized to enter into any amendment to professional services or other special services agreement, without prior approval of the Board in each instance, except that the CEO is authorized to enter into amendments to professional services and other special services agreements for additional fees, without prior approval by the Board in each instance, where the additional fees for the agreement by the CEO pursuant to this Section, are less than THE LESSER OF: (i) \$75,000, or (ii) ten percent (10%) of the total cost of the agreement at the time of the amendment. Each amendment by the CEO under this Section shall be reported to the Board at the next meeting of the Board following the execution of said amendment. The aggregate value of all amendments authorized by the CEO shall not exceed fifty percent (50%) of the original contract value without prior approval of the Board. If the Board approves a revised contract value, then the aggregate value of all change orders issued after Board approval of the revised contract value shall not exceed fifty percent (50%) of the revised contract value without additional approval of the Board,” the following is provided:

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>
NONE			

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES; GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED; CONSTRUCTION CHANGE ORDERS.

The following were presented to the Board for award/acknowledgment: bid/RFP/co-op/single source tabulations, as shown on pages **102681** through **102686**; \$25,000 to \$75,000 purchased items/services report, pages **102687** through **102688**; and construction change orders, page **102689**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 24-12-164: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve vouchers, net payroll, employee withholding taxes, and procurement card charges, as identified on pages **102707** to **102855**.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

No. 24-12-165: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve JP Morgan Mastercard-Arborwear dated November 1, 2024 to November 30, 2024 in the amount of \$176.25, as identified on pages **102856** to **102857**.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Abstained: Mr. Moore.

Nays: None.

PUBLIC COMMENTS.

Public comments were offered by Marty Leshner of Olmsted Township, Norm Plonski of Hooples Restaurant, and Kathy King of North Royalton. All such comments can be heard in their entirety by accessing the "About" section of Cleveland Metroparks website at <https://www.clevelandmetroparks.com/about/cleveland-metroparks-organization/boards-of-park-commissioners/board-meeting-archives>.

INFORMATION/BRIEFING ITEMS/POLICY.

- (a) **Summary of Zoo Conservation Funds 2024**
(Originating Sources: Christopher W. Kuhar, Zoo Executive Director/Kristen Lukas, Director of Conservation and Science/Kym Gopp, Curator of Conservation)

Background

Cleveland Metroparks Zoo’s commitment to securing a future for wildlife includes both supporting and conducting global conservation efforts and enabling our guests to positively impact wildlife conservation. To this end, the Zoo maintains donation opportunities for our guests and partners. In 2024 this included a second year of funding (\$25,193) received from Tito’s “Assists for a Cause” program to support the Zoo’s Andean Bear Conservation Alliance program, and \$5,692 generated for conservation through the annual Future for Wildlife 5K run and walk. Wildlife conservation funds generated at the Zoo and through donations are held in multiple restricted accounts to be spent and disbursed in support of targeted wildlife conservation efforts in the field around the world. In addition to these funds, Cleveland Zoological Society provides funds to support the Zoo’s wildlife conservation program utilizing funds raised through Zoo memberships, and philanthropy.

Cleveland Zoological Society FFW Conservation Funds	
CZS FFW Fund	\$ 570,000
Cleveland Metroparks Restricted Zoo Conservation Funds	
Andean Bear Conservation Fund (#2017006)	\$ 60,567
AAZK (#2017707)	\$ 1,762
FFW Make a Difference Fund (#2017712)	\$ 155,137
FFW Fund (#2017717)	\$ 8,591
Aramark Conservation Fund (#2017718)	\$ 49,500
TOTAL	\$ 275,557
Zoo FFW Program Conservation Funds TOTAL	\$ 845,557
AZA SAFE Funds	
Gorilla SAFE (#2017005)	\$ 38,920
Andean bear SAFE (#2017012)	\$ 39,795
TOTAL	\$ 78,715

The conservation funds summarized below and detailed here include all funds that have been disbursed in 2024 by Cleveland Zoological Society (CZS) and Cleveland Metroparks Zoo (CMZ) to support our conservation efforts. Cleveland Metroparks Zoo also manages funds for two Association of Zoos and Aquariums Saving Animals from Extinction (AZA SAFE) programs. These Gorilla SAFE and Andean bear SAFE accounts hold funds received from and disbursed on behalf of SAFE Program partner institutions.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

2024 Zoo Conservation Programs	Cleveland Zoological Society Funds	Cleveland Metroparks Funds	CMZ-held AZA SAFE Funds
Andean Bear Conservation	\$110,000	\$60,567	\$39,795
Asian Turtle Conservation	\$65,000	\$31,695	
Gorilla Conservation	\$122,000	\$35,267	\$38,920
Giraffe Conservation	\$60,000	\$30,572	
Lion & Cheetah Conservation	\$60,000	\$47,146	
Illegal Wildlife Trade (IWT) Mitigation Program	\$95,000	\$34,048	
Collaborative Conservation Partnerships	\$58,000	\$36,262	
TOTALS	\$570,000	\$275,557	\$78,715
TOTAL ZOO PROGRAM FFW FUNDS	\$845,557		

- (b) ***Irishstown Bend Park, Cleveland Foundation Centennial Lake Link Trail, and Franklin Avenue Enhancements Project Updates – Lakefront Reservation***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Sara Byrnes Maier, Principal Planner)

Cleveland Metroparks staff will provide updates on Irishstown Bend Park (“Park”), the Cleveland Foundation Centennial Lake Link Trail (“Lake Link Trail”) on Irishstown Bend, and the Franklin Avenue Enhancements Project (“Franklin Enhancements”).

Irishstown Bend Park

The Irishstown Bend Vision Plan (2018), a conceptual design framework for a new park to be constructed following a hillside stabilization and bulkheading project along Irishstown Bend led by the Port of Cleveland (“Port”), was developed through a community-led process funded by a Transportation for Livable Communities Initiative study through the Northeast Ohio Areawide Coordinating Agency (“NOACA”). The plan was sponsored by the Port in partnership with Ohio City Incorporated and LAND studio, and since its publication, LAND studio has been advancing planning and fundraising for the Park. Construction of the Park is planned to occur following the Port’s stabilization project, which was designed by Osborn Engineering Company (“Osborn”), commenced in August 2023 and is expected to conclude by early 2025.

While Cleveland Metroparks’ involvement in the Park project had previously been as a stakeholder and sponsor of the Lake Link Trail at the base of the hillside, in September 2024, Cleveland Metroparks was awarded \$10.8M from the National Park Service’s Outdoor Recreation Legacy Partnership program for park improvements on Irishstown Bend. The application was submitted in partnership with LAND studio, and with this

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

award and significant fundraising commitments pledged for the Park, Cleveland Metroparks will be taking on a more active role in the development and future management of Irishtown Bend Park.

Lake Link Trail

The Lake Link Trail, stretching from the Towpath Trail near Scranton Road to the Willow Avenue Lift Bridge, has been constructed in phases, with segments opening in 2015, 2017, and 2021. The final segment along Irishtown Bend will include approximately 0.5 miles of all-purpose trail and a riverfront promenade. Cleveland Metroparks, through its consultant Osborn, recently completed Stage 1 (30%) plans for this segment of the Lake Link Trail and will complete design and engineering in 2025. Cleveland Metroparks has federal Congestion Mitigation and Air Quality (“CMAQ”) construction funding through the NOACA in the amount of \$3,335,239, which requires at least a 20% local match. Staff plans to request Clean Ohio Trail Funds through the Ohio Department of Natural Resources and additional CMAQ funding through NOACA during the next open application rounds, anticipated in March 2025.

Franklin Enhancements

Cleveland Metroparks is assuming sponsorship of the Franklin Enhancements project from NOACA at their request and with support from the City of Cleveland. The project includes the construction of a sidewalk and other streetscape improvements ascending the Irishtown Bend hillside along Franklin Avenue. Funding is from a Congressionally Directed Spending award of \$750,000 that could not be incorporated into the overall Port Stabilization project, which also includes realignment of roadway and construction of an all-purpose trail.

Cleveland Metroparks anticipates construction of the above projects to start in the first or second quarter of 2026 following the completion of the Port’s hillside stabilization project.

(c) *Innovative Solutions to Complex Challenges*

(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jim Rodstrom, Director of Construction)

With the construction season of 2024 concluding, Cleveland Metroparks construction divisions are often challenged by complex situations that require unique problem-solving processes and push the limits of our imagination on how to get things done. Providing guest-focused improvements while maintaining sustainability and natural resource protection continues to drive our very talented in-house specialists.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)**(d) 2024 Year in Review**

(Originating Sources: Brian Zimmerman, Chief Executive Officer/Kelly Manderfield, Chief Marketing Officer)

As 2024 concludes, Cleveland Metroparks is marking a year of significant achievement as part of its *Second Century of Stewardship System Plan*. Strategic efforts helped preserve natural resources, improve park access, create a more sustainable and healthier region and enhance the guest experience. Cleveland Metroparks celebrated the completion of major projects including the multi-year restoration work at Garfield Park Reservation, Mastick Road Connector Trail and Astorhurst Disc Golf Course and broke ground on transformative projects to come including Primate Forest, the Mandel Community Trail, Hinckley Lake Dam Rehabilitation & more.

A video presentation will share 2024 accomplishments and highlights across the organization.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, January 16, 2025, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT TO EXECUTIVE SESSION.

No. 24-12-180: At 9:54 a.m., upon motion by Vice President Rinker, seconded by Vice President Ittu and carried, the meeting adjourned to an Executive Session for the purpose of discussing a Personnel Matter (Employment), as stated by Chief Legal and Ethics Officer, Rose Fini.

Roll-call vote on the motion was as follows:

Aye: Mr. Moore.

Aye: Ms. Ittu.

Aye: Mr. Rinker.

Nays: None.

No action was taken as a result of the Executive Session.

ADJOURNMENT.

No. 24-12-181: There being no further matters to come before the Board, upon motion by Vice President Rinker, seconded by Vice President Ittu, and carried, President Moore adjourned the meeting at 10:44 a.m.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

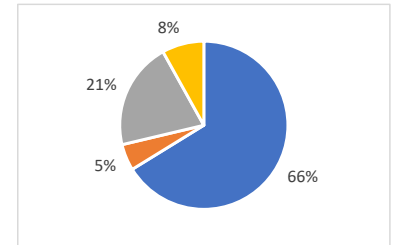
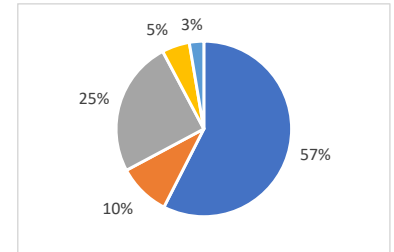
President.

Attest:

Secretary.

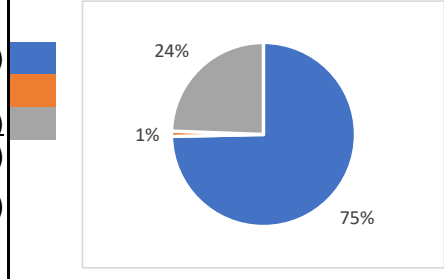
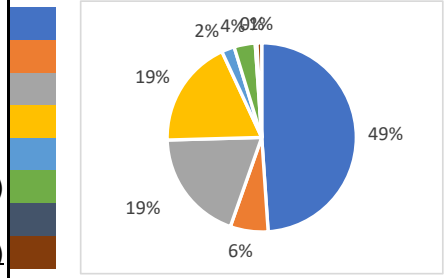
Cleveland Metroparks
 Financial Performance
 11/30/2024
 CM Park District

	Actual November '23	Actual November '24	Fav (Unfav)	Actual YTD November '23	Actual YTD November '24	Fav (Unfav)
Revenue:						
Property Tax	31,281	83,852	52,571	97,514,599	98,234,238	719,639
Local Gov/Grants/Gifts	907,746	1,246,240	338,494	24,074,700	16,526,786	(7,547,914)
Charges for Services	1,613,930	1,600,115	(13,815)	37,271,402	42,780,711	5,509,309
Self-Funded	762,068	860,983	98,915	7,642,466	8,707,076	1,064,610
Interest, Fines, Other	<u>446,961</u>	<u>298,131</u>	<u>(148,830)</u>	<u>4,462,480</u>	<u>4,544,963</u>	<u>82,483</u>
Total Revenue	3,761,986	4,089,321	327,335	170,965,647	170,793,774	(171,873)
OpEx:						
Salaries and Benefits	5,723,709	6,280,204	(556,495)	71,597,123	78,844,528	(7,247,405)
Contractual Services	662,611	673,442	(10,831)	6,026,198	6,045,077	(18,879)
Operations	1,907,195	2,107,875	(200,680)	21,901,056	24,570,725	(2,669,669)
Self-Funded Exp	<u>(447,592)</u>	<u>468,945</u>	<u>(916,537)</u>	<u>8,771,621</u>	<u>9,614,072</u>	<u>(842,451)</u>
Total OpEx	7,845,923	9,530,466	(1,684,543)	108,295,998	119,074,402	(10,778,404)
Op Surplus/(Subsidy)	(4,083,937)	(5,441,145)	(1,357,208)	62,669,649	51,719,372	(10,950,277)
CapEx:						
Capital Labor	79,301	208,807	(129,506)	763,322	1,013,485	(250,163)
Construction Expenses	4,724,149	3,840,675	883,474	31,499,893	33,286,675	(1,786,782)
Capital Equipment	261,974	1,016,261	(754,287)	6,254,939	7,636,942	(1,382,003)
Land Acquisition	68,500	3,106	65,394	4,160,353	5,724,999	(1,564,646)
Capital Animal Costs	<u>4,074</u>	<u>18,014</u>	<u>(13,940)</u>	<u>19,442</u>	<u>32,683</u>	<u>(13,241)</u>
Total CapEx	5,137,998	5,086,863	51,135	42,697,949	47,694,784	(4,996,835)
Net Surplus/(Subsidy)	(9,221,935)	(10,528,008)	(1,306,073)	19,971,700	4,024,588	(15,947,112)



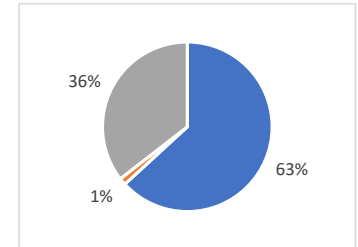
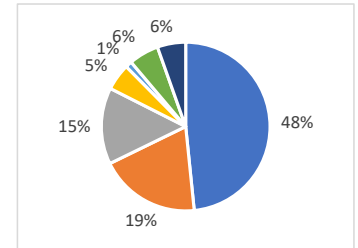
**Cleveland Metroparks
Financial Performance
11/30/2024
Zoo**

	Actual November '23	Actual November '24	Fav (Unfav)	Actual YTD November '23	Actual YTD November '24	Fav (Unfav)
Revenue:						
General/SE Admissions	475,039	490,292	15,253	7,029,644	7,933,884	904,240
Guest Experience	(2,950)	(19,602)	(16,652)	1,004,721	1,049,725	45,004
Zoo Society	0	0	0	2,948,090	3,110,197	162,107
Souvenirs/Refreshments	177,496	195,127	17,631	2,751,794	3,005,409	253,615
Education	2,480	19,835	17,355	328,056	357,079	29,023
Rentals & Events	10,300	28,842	18,542	672,516	584,107	(88,409)
Consignment	103	82	(21)	40,158	48,568	8,410
Other	<u>(492)</u>	<u>(125,630)</u>	<u>(125,138)</u>	<u>2,877</u>	<u>(131,209)</u>	<u>(134,086)</u>
Total Revenue	661,976	588,946	(73,030)	14,777,856	15,957,760	1,179,904
OpEx:						
Salaries and Benefits	1,307,306	1,339,632	(32,326)	15,700,636	16,644,565	(943,929)
Contractual Services	12,056	28,815	(16,759)	233,823	207,794	26,029
Operations	<u>466,590</u>	<u>721,726</u>	<u>(255,136)</u>	<u>4,849,521</u>	<u>5,440,334</u>	<u>(590,813)</u>
Total OpEx	1,785,952	2,090,173	(304,221)	20,783,980	22,292,693	(1,508,713)
Op Surplus/(Subsidy)	(1,123,976)	(1,501,227)	(377,251)	(6,006,124)	(6,334,933)	(328,809)
CapEx:						
Capital Labor	0	0	0	26,792	8,365	18,427
Construction Expenses	382,504	244,666	137,838	8,193,754	4,260,339	3,933,415
Capital Equipment	26,700	440,000	(413,300)	230,803	830,196	(599,393)
Capital Animal Costs	<u>4,074</u>	<u>18,014</u>	<u>(13,940)</u>	<u>19,442</u>	<u>32,683</u>	<u>(13,241)</u>
Total CapEx	413,278	702,680	(289,402)	8,470,791	5,131,583	3,339,208
Net Surplus/(Subsidy)	(1,537,254)	(2,203,907)	(666,653)	(14,476,915)	(11,466,516)	3,010,399
Restricted Revenue-Other	84,642	238,800	154,158	4,224,631	6,984,876	2,760,245
Restricted Revenue-Zipline	16,644	11,863	(4,781)	481,707	456,911	(24,796)
Restricted Expenses	<u>759,263</u>	<u>262,222</u>	<u>497,041</u>	<u>6,229,685</u>	<u>1,995,971</u>	<u>4,233,714</u>
Restricted Surplus/(Subsidy)	(657,977)	(11,559)	646,418	(1,523,347)	5,445,816	6,969,163



Cleveland Metroparks
 Financial Performance
 11/30/2024
 Golf Summary

	Actual November '23	Actual November '24	Fav (Unfav)	Actual YTD November '23	Actual YTD November '24	Fav (Unfav)
Revenue:						
Greens Fees	161,825	194,029	32,204	6,094,005	7,064,217	970,212
Equipment Rentals	73,576	87,560	13,984	2,323,928	2,832,928	509,000
Food Service	37,176	76,822	39,646	1,399,364	2,142,405	743,041
Merchandise Sales	21,319	45,034	23,715	554,366	747,212	192,846
Pro Services	310	135	(175)	170,693	182,320	11,627
Driving Range	21,897	19,069	(2,828)	754,361	839,276	84,915
Other	<u>14,326</u>	<u>17,943</u>	<u>3,617</u>	<u>836,254</u>	<u>793,206</u>	<u>(43,048)</u>
Total Revenue	330,429	440,592	110,163	12,132,971	14,601,564	2,468,593
OpEx:						
Salaries and Benefits	388,179	478,758	(90,579)	5,475,094	6,624,913	(1,149,819)
Contractual Services	18,420	18,326	94	74,471	137,701	(63,230)
Operations	<u>277,294</u>	<u>329,377</u>	<u>(52,083)</u>	<u>2,924,034</u>	<u>3,724,165</u>	<u>(800,131)</u>
Total OpEx	683,893	826,461	(142,568)	8,473,599	10,486,779	(2,013,180)
Op Surplus/(Subsidy)	(353,464)	(385,869)	(32,405)	3,659,372	4,114,785	455,413
CapEx:						
Capital Labor	5,256	64,980	(59,724)	162,927	269,521	(106,594)
Construction Expenses	561,001	221,761	339,240	3,984,804	2,839,447	1,145,357
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>579,212</u>	<u>1,725,847</u>	<u>(1,146,635)</u>
Total CapEx	566,257	286,741	279,516	4,726,943	4,834,815	(107,872)
Net Surplus/(Subsidy)	(919,721)	(672,610)	247,111	(1,067,571)	(720,030)	347,541

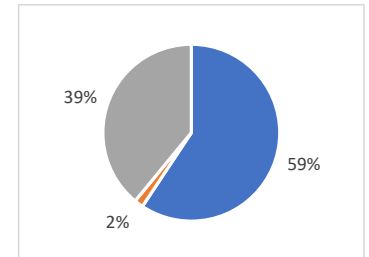
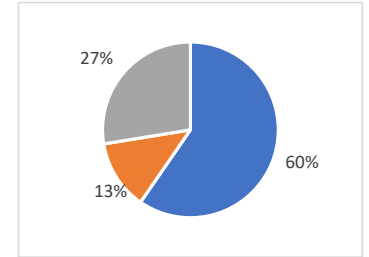


Cleveland Metroparks
Financial Performance
11/30/2024
Golf Detail

	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)		Total	
	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24
Operating Revenue	1,894,236	2,199,140	626,438	743,671	440,079	499,804	1,703,729	1,803,086	2,516,656	2,814,293	12,132,973	14,601,565
Operating Expenses	<u>1,425,331</u>	<u>1,548,008</u>	<u>336,202</u>	<u>396,698</u>	<u>344,930</u>	<u>406,674</u>	<u>1,095,724</u>	<u>1,144,982</u>	<u>1,634,459</u>	<u>1,959,271</u>	<u>8,473,600</u>	<u>10,486,779</u>
Operating Surplus/(Subsidy)	468,905	651,132	290,236	346,973	95,149	93,130	608,005	658,104	882,197	855,022	3,659,373	4,114,786
Capital Labor	0	0	0	1,474	0	0	8,168	188,382	50,104	13,287	162,927	269,522
Construction Expenses	0	0	0	12,402	0	0	3,565,637	1,394,197	157,691	29,966	3,984,804	2,839,447
Capital Equipment	<u>44,074</u>	<u>37,725</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>49,151</u>	<u>891,030</u>	<u>49,151</u>	<u>166,656</u>	<u>436,117</u>	<u>227,400</u>
Total Capital Expenditures	44,074	37,725	0	13,876	0	0	3,622,956	2,473,609	256,946	209,909	4,726,944	4,834,816
Net Surplus/(Subsidy)	424,831	613,407	290,236	333,097	95,149	93,130	(3,014,951)	(1,815,505)	625,251	645,113	(1,067,571)	(720,030)
	Shawnee Hills (27)		Washington Park (9)		Seneca (36)		Ironwood		Golf Admin			
	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24
Operating Revenue	1,636,758	1,777,629	798,028	890,938	2,498,469	2,520,459	18,580	1,352,545	0	0	12,132,973	14,601,565
Operating Expenses	<u>1,025,968</u>	<u>1,177,352</u>	<u>535,614</u>	<u>607,643</u>	<u>1,292,954</u>	<u>1,463,219</u>	<u>29,925</u>	<u>964,994</u>	<u>752,493</u>	<u>817,938</u>	<u>8,473,600</u>	<u>10,486,779</u>
Operating Surplus/(Subsidy)	610,790	600,277	262,414	283,295	1,205,515	1,057,240	(11,345)	387,551	(752,493)	(817,938)	3,659,373	4,114,786
Capital Labor	24,376	17,513	28,028	0	52,251	42,746	0	1,897	0	4,223	162,927	269,522
Construction Expenses	41,840	534,855	14,331	0	156,938	817,138	0	18,028	48,367	32,861	3,984,804	2,839,447
Capital Equipment	<u>720</u>	<u>217,227</u>	<u>0</u>	<u>49,177</u>	<u>0</u>	<u>101,746</u>	<u>0</u>	<u>34,886</u>	<u>436,117</u>	<u>227,400</u>	<u>579,213</u>	<u>1,725,847</u>
Total Capital Expenditures	66,936	769,595	42,359	49,177	209,189	961,630	0	54,811	484,484	264,484	4,726,944	4,834,816
Net Surplus/(Subsidy)	543,854	(169,318)	220,055	234,118	996,326	95,610	(11,345)	332,740	(1,236,977)	(1,082,422)	(1,067,571)	(720,030)

**Cleveland Metroparks
Financial Performance
11/30/2024
Enterprise Summary**

	Actual November '23	Actual November '24	Fav (Unfav)	Actual YTD November '23	Actual YTD November '24	Fav (Unfav)
Revenue:						
Concessions	92,271	90,309	(1,962)	3,765,846	4,025,802	259,956
Dock Rentals	102,170	29,573	(72,597)	702,767	865,106	162,339
Other*	<u>103,258</u>	<u>72,020</u>	<u>(31,238)</u>	<u>1,801,999</u>	<u>1,861,386</u>	<u>59,387</u>
Total Revenue	297,699	191,902	(105,797)	6,270,612	6,752,294	481,682
OpEx:						
Salaries and Benefits	197,424	200,760	(3,336)	3,618,959	3,876,516	(257,557)
Contractual Services	6,304	7,919	(1,615)	95,672	106,958	(11,286)
Operations	<u>90,053</u>	<u>107,301</u>	<u>(17,248)</u>	<u>2,298,054</u>	<u>2,550,588</u>	<u>(252,534)</u>
Total OpEx	293,781	315,980	(22,199)	6,012,685	6,534,062	(521,377)
Op Surplus/(Subsidy)	3,918	(124,078)	(127,996)	257,927	218,232	(39,695)
CapEx:						
Capital Labor	0	1,115	(1,115)	17,019	7,504	9,515
Construction Expenses	6,578	840	5,738	13,147	32,084	(18,937)
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,241</u>	<u>0</u>	<u>12,241</u>
Total CapEx	6,578	1,955	4,623	42,407	39,588	2,819
Net Surplus/(Subsidy)	(2,660)	(126,033)	(123,373)	215,520	178,644	(36,876)



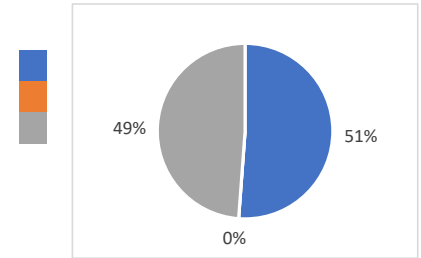
*Other includes Chalet fees, parking, hayrides, aquatics, gift cards, misc.

Cleveland Metroparks
Financial Performance
11/30/2024
Enterprise Detail

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant		Wildwood		Euclid Beach		EmerNeck Marina		EmerNeck Restaurant		Edgewater Pier		Wallace Lake		Hinckley Lake		Huntington		Boat Dock		Chalet		Ledge Lake		Parking		Enterprise Admin		Total	
	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24	YTD November '23	YTD November '24		
Operating Revenue	2,255,403	2,182,646	465,864	486,668	888,791	1,036,657	552,840	591,066	25,826	12,418	2,670	2,231	411,620	447,586	325,433	467,645	30,180	43,518	34,761	24,684	19,549	0	381,871	590,259	1,816	2,518	287,673	293,653	139,513	174,779	446,802	395,967	0	0	6,270,612	6,752,295
Operating Expenses	<u>2,085,328</u>	<u>2,017,517</u>	<u>343,792</u>	<u>373,765</u>	<u>446,919</u>	<u>484,863</u>	<u>517,241</u>	<u>464,071</u>	<u>40,736</u>	<u>34,356</u>	<u>7,034</u>	<u>7,368</u>	<u>303,180</u>	<u>343,235</u>	<u>331,111</u>	<u>447,286</u>	<u>31,002</u>	<u>45,343</u>	<u>44,144</u>	<u>36,610</u>	<u>21,690</u>	<u>320</u>	<u>289,330</u>	<u>434,879</u>	<u>2,190</u>	<u>1,956</u>	<u>292,696</u>	<u>335,170</u>	<u>150,178</u>	<u>152,422</u>	<u>21,695</u>	<u>22,962</u>	<u>1,084,420</u>	<u>1,331,939</u>	<u>6,012,686</u>	<u>6,534,062</u>
Operating Surplus/(Subsidy)	170,075	165,129	122,072	112,903	441,872	551,794	35,599	126,995	(14,910)	(21,938)	(4,364)	(5,137)	108,440	104,351	(5,678)	20,359	(822)	(1,825)	(9,383)	(11,926)	(2,141)	(320)	92,541	155,380	(374)	562	(5,023)	(41,517)	(10,665)	22,357	425,107	373,005	(1,084,420)	(1,331,939)	257,926	218,233
Capital Labor	0	3,764	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Construction Expenses	6,732	20,164	0	0	1,771	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Capital Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Capital Expenditures	6,732	23,928	0	0	1,771	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net Surplus/(Subsidy)	163,343	141,201	122,072	112,903	440,101	551,794	35,599	126,995	(14,910)	(21,938)	(4,364)	(5,137)	108,440	104,351	(5,678)	20,359	(822)	(1,825)	(9,383)	(11,926)	(2,141)	(320)	92,541	155,380	(374)	562	(5,023)	(41,517)	(10,665)	22,357	425,107	373,005	(1,118,323)	(1,347,600)	215,520	178,644

Cleveland Metroparks
 Financial Performance
 11/30/2024
 Nature Shops and Kiosks

	Actual November '23	Actual November '24	Fav (Unfav)	Actual YTD November '23	Actual YTD November '24	Fav (Unfav)
Retail Revenue	81,148	68,185	(12,963)	647,572	566,313	(81,259)
OpEx:						
Salaries and Benefits	25,424	26,854	(1,430)	373,417	338,147	35,270
Contractual Services	2,941	0	2,941	26,159	0	26,159
Operations	<u>44,479</u>	<u>28,652</u>	<u>15,827</u>	<u>291,109</u>	<u>322,649</u>	<u>(31,540)</u>
Total OpEx	72,844	55,506	17,338	690,685	660,796	29,889
Op Surplus/(Subsidy)	8,304	12,679	4,375	(43,113)	(94,483)	(51,370)
CapEx:						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>21,554</u>	<u>0</u>	<u>21,554</u>
Total CapEx	0	0	0	21,554	0	21,554
Net Surplus/(Subsidy)	8,304	12,679	4,375	(64,667)	(94,483)	(29,816)



**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED NOVEMBER 2024**

ACCOUNTS RECEIVABLE

Current	Past Due				Total
	1-30 Days	30-60 Days	61-90 Days	Over 90 Days	
\$931,590	\$94,858	\$164,723	\$0	\$471,360	\$1,662,530

Date Placed	Bank	Description	Days of Duration	Rate		Date of Maturity	Interest Earned	EOM Balance
11/01/24	Fifth Third Securities	Money Market (A)	29	4.99%		11/30/24	14.70	\$3,665
11/01/24	Key Bank Capital Markets	Portfolio (B)	29	2.660%	(D)	11/30/24	71,064.85	\$33,140,454
11/01/24	STAR Ohio	State pool (C)	29	4.88%		11/30/24	200,107.82	\$45,984,680

(A) Federated Government Money Market Account

Investment balance ranged from \$3,650 to \$3,665 in November 2024.

(B) KBCM - Net Change in Portfolio \$110,488. Ending Account Value \$34,005,828.

Investment balance ranged from \$33,069,390 to \$33,140,454 in November 2024.

(C) State Treasurer's Asset Reserve (STAR Ohio)

Investment balance ranged from \$55,784,572 to \$45,984,680 in November 2024.

(D) The calculated rate includes any realized appreciation on bonds that matured during the period.

Source: Wade Steen, Chief Finance Officer
12/03/24

**CLEVELAND METROPARKS
Appropriation Summary - 2024**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #12 12/19/2024	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 70,457,162	\$ 3,669	\$ 70,460,831	\$ 378,712	\$ 298,900 A	\$ 71,138,443
52	Employee Fringe Benefits	21,396,109	543,837	21,939,946	184,150	50,000 B	22,174,096
53	Contractual Services	17,161,050	2,919,032	20,080,082	367,078	(59,759) C	20,387,401
54	Operations	31,109,745	3,763,826	34,873,572	1,349,149	3,425 D	36,226,145
	Operating Subtotal	140,124,067	7,230,364	147,354,431	2,279,088	292,566	149,926,085
CAPITAL							
571	Capital Labor	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 269,270	\$ -	1,269,270
572	Capital Construction Expenses	27,875,059	13,556,329	41,431,388	60,569,148	500,000 E	102,500,536
574	Capital Equipment	6,394,036	2,207,611	8,601,647	1,407,562	10,100 F	10,019,309
575	Zoo Animals	100,000	298	100,298	-	-	100,298
576	Land	2,500,000	110,632	2,610,632	3,927,068	-	6,537,700
	Capital Subtotal	37,869,095	15,874,871	53,743,966	66,173,048	510,100	120,427,114
TOTALS							
Grand totals		\$ 177,993,162	\$ 23,105,235	\$ 201,098,397	\$ 68,452,136	\$ 802,666	\$ 270,353,199

OPERATING

51 SALARIES

- \$ (66,500) Transfer of appropriations from Seasonal Salaries to Operations for Park Operations
Net budget effect is zero

- \$ (4,600) Transfer of appropriations from Overtime to Operations for Park Operations
Net budget effect is zero

- \$ 252,500 Transfer of appropriations from Operations to Seasonal Salaries for Park Operations Enterprise and Golf Concessions
Net budget effect is zero

- \$ 19,500 Transfer of appropriations from Contractual Services to Seasonal Salaries for Park Operations Enterprise and Golf Concessions
Net budget effect is zero

- \$ 78,000 Transfer of appropriations from Operations to Seasonal Salaries for Park Operations Golf
Net budget effect is zero

- \$ 20,000 Increase of appropriations for Tuition Reimbursement for Cleveland Metroparks Scholars Program
Appropriation increase will be covered by existing Development Holding restricted funds

A \$ 298,900 Total increase (decrease) to Salaries

52 FRINGE BENEFITS

- \$ 50,000 Transfer of appropriations from Contractual Services to Life Insurance for Human Resources
Net budget effect is zero

B \$ 50,000 Total increase (decrease) to Fringe Benefits

53 CONTRACTUAL SERVICES

- \$ (19,500) Transfer of appropriations from Other Contractual Services to Salaries for Park Operations Enterprise and Golf Concessions
Net budget effect is zero

- \$ (50,000) Transfer of appropriations from Other Contractual Services to Fringe Benefits for Human Resources
Net budget effect is zero

- \$ (40,000) Transfer of appropriations from Other Contractual Services to Operations for Zoo
Net budget effect is zero

- \$ 53,600 Transfer of appropriations from Operations to Various Contractual Services for Police
Net budget effect is zero

- \$ (3,859) Transfer of appropriations from Other Contractual Services to Operations for Park Operations
Net budget effect is zero

C \$ (59,759) Total increase (decrease) to Contractual Services

54 OPERATIONS

- \$ 55,000 Transfer of appropriations from Salaries to Property Maintenance Supplies for Park Operations
Net budget effect is zero

- \$ 16,100 Transfer of appropriations from Salaries to Various Operations for Park Operations
Net budget effect is zero

- \$ (252,500) Transfer of appropriations from Various Operations to Salaries for Park Operations Enterprise and Golf Concessions
Net budget effect is zero

- \$ 34,388 Increase of appropriations in Property Maintenance Supplies for Park Operations Brecksville Play area
Appropriation increase will be covered by existing restricted funds

- \$ 231,777 Increase of appropriations in County Auditor/Treasurer Fees for Finance for increase in County Auditor Fees
Appropriation increase will be covered by existing general fund cash balance

- \$ (10,100) Transfer of appropriations from Office Equipment Maintenance to Capital Equipment for Planning and Design
Net budget effect is zero

- \$ 3,501 Increase of appropriations in Exhibit Material and Expenses for Park Operations Watershed Stewardship Center Cistern Liner purchase
Appropriation increase will be covered by new NEORSF funds

\$	(78,000)	Transfer of appropriations from Various Operations to Salaries for Park Operations Golf Net budget effect is zero
\$	40,000	Transfer of appropriations from Contractual Services to Animal Food for Zoo Net budget effect is zero
\$	(53,600)	Transfer of appropriations from Gasoline/Diesel Fuel to Contractual Services for Police Net budget effect is zero
\$	3,859	Transfer of appropriations from Contractual Services to Program Supplies for Park Operations Net budget effect is zero
\$	8,000	Increase of appropriations in Property Maintenance Supplies for Park Operations Brighton Park water trailer Appropriation increase will be covered by existing restricted funds
\$	5,000	Increase of appropriations for Program Supplies for Cleveland Metroparks Scholars Program Appropriation increase will be covered by existing Development Holding restricted funds

D	\$	3,425	Total increase (decrease) to Operations
	\$	292,566	TOTAL INCREASE (DECREASE) TO OPERATIONS

CAPITAL

572 CAPITAL CONSTRUCTION EXPENSES

\$	500,000	Increase of appropriations for Capital Contracts for Old Lorain Connector Trail Appropriation increase will be covered by existing funds from Cleveland Clinic
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E	\$	500,000	Total increase (decrease) to Capital Construction Expenses
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574 CAPITAL EQUIPMENT

\$	10,100	Transfer of appropriations from Operations to Office Furniture/Equipment for Planning and Design Net budget effect is zero
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F	\$	10,100	Total increase (decrease) to Capital Equipment
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\$	510,100	TOTAL INCREASE (DECREASE) TO CAPITAL
\$	802,666	GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT

RESOLUTION NO. 24-12-164

The following vouchers have been reviewed as to legality of expenditure and conformity with the Ohio Revised Code.

Attest: _____

Chief Financial Officer

BE IT RESOLVED, that the payment of the following items, which may include Then and Now Certificates, are ratified by the Board of Park Commissioners. All expenditures have been reviewed and approved for payment by the Chief Financial Officer and Chief Executive Officer in accordance with the by-laws of the Board of Park Commissioners.

Direct Disbursement dated November 15, 2024 in the amount of \$77,000.00

Wire Transfers dated November 15, 2024 in the amount of \$11,170.00

Printed Checks dated November 15, 2024 in the amount of \$741,272.43

Direct Disbursements dated November 22, 2024 in the amount of \$450,500.00

Wire Transfers dated November 22, 2024 in the amount of \$102,499.27

Printed Checks dated November 22, 2024 in the amount of \$1,479,264.29

Printed Checks dated November 27, 2024 in the amount of \$2,442,799.40

Direct Disbursements dated December 6, 2024 in the amount of \$72,432.00

Wire Transfers dated December 6, 2024 in the amount of \$101,968.37

Printed Checks dated December 6, 2024 in the amount of \$1,577,756.44

Net Payroll dated October 20, 2024 to November 2, 2024 in the amount of \$1,672,172.40

Withholding Taxes in the amount of \$368,778.18

Net Payroll dated November 3, 2024 to November 16, 2024 in the amount of \$1,674,697.42

Withholding Taxes in the amount of \$377,654.79

Bank Fees/ADP Fees in the amount of \$34,296.05

Cigna Payments in the amount of \$653,166.44

ACH Debits (First Energy; Sales Tax) in the amount of \$113,479.03

OPERS in the amount of \$1,255,145.79

JP Morgan Mastercard dated November 1, 2024 to November 30, 2024 in the amount of \$882,235.93

Total amount: \$14,088,288.23

PASSED: December 19, 2024

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION: That the Board of Park Commissioners approves **Resolution No. 24-12-164** listed above.

RESOLUTION NO. 24-12-165

The following vouchers have been reviewed as to legality of expenditure and conformity with the Ohio Revised Code.

Attest: _____

Chief Financial Officer

BE IT RESOLVED, that the payment of the following items, which may include Then and Now Certificates, are ratified by the Board of Park Commissioners. All expenditures have been reviewed and approved for payment by the Chief Financial Officer and Chief Executive Officer in accordance with the by-laws of the Board of Park Commissioners.

JP Morgan Mastercard-Arborwear dated November 1, 2024 to November 30, 2024 in the amount of \$176.25

Total amount: \$176.25

PASSED: December 19, 2024

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 24-12-165** listed above.